
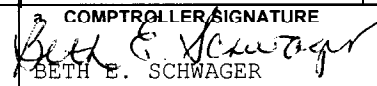
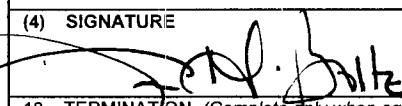
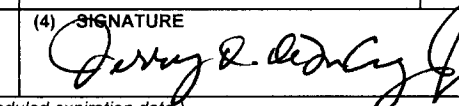


SUPPORT AGREEMENT			
1. AGREEMENT NUMBER 4 (Provided by Supplier) W81MUX--03206-158		2. SUPERSEDED AGREEMENT NO. (If it replaces another agreement) N/A	
3. EFFECTIVE DATE (YYMMDD) 03/07/25			
5. SUPPLYING ACTIVITY		6. RECEIVING ACTIVITY	
a. NAME AND ADDRESS U.S. Army Garrison Alaska Directorate of Resource Management ATTN: APVR-RRM-DRIS 600 Richardson Drive #6250 Ft. Richardson, AK 99505-6250		a. NAME AND ADDRESS Stryker Brigade Combat Team (SBCT) Materiel Fielding Office (MFO), Bldg. 602 600 Richardson Dr. #4400 Ft. Richardson, AK 99505-4400	
b. MAJOR COMMAND Installation Management Agency (IMA), Pacific Area Regional Office (PARO)		b. MAJOR COMMAND Army Materiel Command (AMC)	
7. SUPPORT PROVIDED BY SUPPLIER			
a. SUPPORT (Specify what, when, where, and how much)		b. BASIS FOR REIMBURSEMENT	
See attached Support Category and Program Directors Matrix beginning on page 3. 59 th Signal Battalion/Directorate of Information Management Directorate of Logistics Directorate of Public Works Directorate of Community Activities NOTE: Estimates given are not an annual estimate, but for a specific timeframe only (1 June through 30 September 2003). ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/> YES		Automation Equip. Document Management Message/Data Proc. Postage Service Telephone Sys. Mgmt. Food Services Laundry/Dry Cleaning Supply Management Transportation Svcs. Common Use Facility Custodial Services Entomology Services Environ. Cleanup Environ. Compliance Fac. Const. Maj. Rep. Fac. Maint. Min. Rep. Fire Protection Refuse Collection Utilities CPAC/Education Svcs. Tech./Legal Libraries Grand Total:	
		Actual Cost Actual Cost Actual cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost \$ 366.68 Actual Cost Actual Cost Actual Cost Actual Cost Actual Cost \$ 34,581.72 \$145,915.44 Actual Cost Actual Cost \$180,863.84 plus Actual Costs	
8. SUPPLYING COMPONENT		9. RECEIVING COMPONENT	
a. COMPTROLLER SIGNATURE  CAROLYN A. SHOFFNER		a. COMPTROLLER SIGNATURE  BETH E. SCHWAGER	
b. DATE SIGNED 7-22-03		b. DATE SIGNED 7-2-03	
c. APPROVING AUTHORITY		c. APPROVING AUTHORITY	
(1) TYPED NAME DONNA G. BOLTZ, COL, MP, Garrison Commander		(1) TYPED NAME JERRY D. DE LA CRUZ, JR., Dep for Ops, G-3	
(2) ORGANIZATION U.S. Army Garrison Alaska Ft. Richardson, AK 99505		(2) ORGANIZATION Army Field Support Command (P), Rock Island, IL 61299-6500	
(3) TELEPHONE NUMBER (907) 384-2175		(3) TELEPHONE NUMBER (309) 782-6117	
(4) SIGNATURE 		(4) SIGNATURE 	
(5) DATE SIGNED 25 Sep 03		(5) DATE SIGNED 7-11-03	
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date)			
a. APPROVING AUTHORITY SIGNATURE		a. APPROVING AUTHORITY SIGNATURE	
b. DATE SIGNED		b. DATE SIGNED	

11. **GENERAL PROVISIONS** (Complete blank spaces and add additional general provisions as appropriate: e.g., exceptions to printed provisions, additional parties to this agreement, billing and reimbursement instructions.)

a. The receiving components will provide the supplying component projections of requested support. (Significant changes in the receiving component's support requirements should be submitted to the supplying component in a manner that will permit timely modification of resource requirements.)

b. It is the responsibility of the supplying component to bring any required or requested change in support to the attention of U.S. Army-Garrison Alaska, Directorate of Resource Management, APRV-RRM-DRIS, 600 Richardson Drive #6250, Fort Richardson, AK 995056250 and AMC prior to changing or cancelling support.

c. The component providing reimbursable support in this agreement will submit statements of costs to: see page 12, paragraph 8

d. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, DoD directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.

e. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.

f. In case of mobilization or other emergency, this agreement will remain in force only within supplier's capabilities.

ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: ☒ YES ☐ NO

12. **SPECIFIC CONDITIONS** (As appropriate: e.g., location and size of occupied facilities, unique supplier and receiver responsibilities, conditions, requirements, quality standards, and criteria for measurement/reimbursement of unique requirements.)

ATTACHMENTS TO	DESCRIPTION	PAGE NO.
ISA 158		
Attachment I	Support Category, Program Director and POC Matrix	
Attachment II	Standard Provisions	
Attachment III	Distribution List	
Attachment IV	Financial Provisions/Cost Calculations	
Attachment V	Specific Provisions	22
Attachment VI	Environmental Institutional Control	97

ADDITIONAL SUPPORT PROVISIONS ATTACHED: ☒ YES ☐ NO

PD	Responsible Activity and Support Category	SBC No.	Basis of Reimbursement	Reimbursable cost	POC	Phone No.	ISA Page
G1 Adjutant General (AG)							
	Equal Opportunity	a93	Non-reimbursable		EO Advisor/FRA EO Advisor/FWA	384-2162 353-9234	22
	Mortuary Services	b04	Actual costs not applicable to open allotment		Plans and Ops./FRA	384-2605	23
	Personnel Manning and Services (Military)	a07 a08	Non-reimbursable		Plans and Ops./FRA	384-2605	24
	Retired Affairs		Non-reimbursable		Retired Services/FRA	384-3500	25
G2/G3 Directorate of Plans, Training, Security and Mobilization (DPTSM)							
	Audio and Visual Information Support	a16	Customarily non-reimbursable		Photo/FRA Photo/FWA Graphics/FRA Graphics/FWA	384-7183 353-6268 384-7179 353-6208	26
	Disaster Preparedness	b16	Non-reimbursable		Plans Officer/FRA Plans Officer/FWA	384-2212 353-9973	28
	Range Use		Customarily non-reimbursable		Range/FRA Range/FWA	384-6233 353-1242	30
	Security Services (Personnel and Information Security)	a21	Customarily non-reimbursable		Personnel Sec./FRA Personnel Sec./FWA Info. Sec./FRA	384-2191 353-7620 384-2208	31
	Training Services (Military)	b05	Travel, tuition and instructor coats		Training/FRA Training/FWA	384-1153 353-2115	32
G4 Directorate of Logistics (DOL)							
	Central Issue Facility (CIF)	a25	Cost of lost, damaged, destroyed or non-returnable items (25% charge) GS-09 OT: \$27.27/hr.		Central Issue/FRA Central Issue/FWA	384-1828 353-6352	33
	Food Services: a. Advisor and Dining Facilities b. Troop Issue Subsistence c. KP supplies, serv. and labor	a29	a. Cust. non-reimbursable, meals at meal rate in DFAC b. Current Defense Supply Center Philadelphia (DSCP) price at time of issue GS-09 OT: \$27.27/hr.		Food Prog. Mgmt./FRA Food Prog. Mgmt./FWA Troop Issue/FRA Troop Issue/FWA	384-1823 353-6646 384-2377 353-6479	35
	Laundry and Dry Cleaning (Organizational Clothing and Individual Equipment)	a30	Piece/bulk prices based upon the type of item and the prevailing contract or in-house rate		QM Laundry/FRA QM Laundry/FWA	384-1901 353-7648	37
	Laundry and Dry Cleaning (Personal Clothing)	a30	Prevailing contract or in-house rate		QM Laundry/FRA QM Laundry/FWA	384-1901 353-7648	38
	Maintenance Services		Cost of parts and labor		Maintenance/FRA Maintenance/FWA	384-2641 353-1663	39
	Petroleum Retail w., Diesel Fuel Arctic (DFA) Motor Unleaded Regular (MUR)	a24	Actual cost of purchase or services DFA: \$1.10 and MUR: \$1.07		Petroleum Branch/FRA Petroleum Branch/FWA	384-1815 353-2662	40
	Sewing (Personal Clothing)	a30	Prevailing contract or in-house rate		QM Laundry/FRA QM Laundry/FWA	384-1901 353-7648	41

PD	Responsible Activity and Support Category	SBC No.	Basis of Reimbursement	Reimbursable cost	POC	Phone No.	ISA Page
G4	DOL (cont.)						
	Supply Management	a26	Direct charges (for packing; includes civilian labor and supplies i.e., -boxes, banding materials.) WG-06: \$20.32/hr. GS-05: \$12.34/hr.		CIPBO/FRA CIPBO/FWA	384-7170 353-7796	42
	Transportation Services:				Chief/FRA	384-1805	
	a. GSA Vehicle Support	a28	Lease mileage and maintenance cost of vehicles; cost of operator/drivers; and for actual cost of damage taken from the billing documents received from GSA WG-08 OT: \$34.35/hr. Bus: \$35.33/day, .38/mile Truck: \$36.88/day, 445/mile		Motor Trans./FRA Motor Trans./FWA	384-1432 353-1757	43
	b. Freight	a28	Civilian overtime labor GS-07 OT: \$22.94/hr.		In/Out Bound/FRA	384-1808	45
	c. Passenger Travel	a28	Civilian overtime labor GS-07 OT: \$22.94/hr.		Travel/FRA	384-1810	45
	d. Personal Property Shipment	a28	Civilian overtime labor GS-07 OT: \$22.94/hr.		Transportation/FRA	384-1814	45
G5	Public Affairs Office (PAO))						
	Community Relations, News Media and Information Strategies,	a84 a85 a86	Non-reimbursable:		PAO/FRA PAO/FWA	384-1542 353-6071	46
G6	DOIM/59th Signal Battalion						
	Automated Data Processing Services	a18 a19 a20	Customarily non-reimbursable		59th Signal/FRA	384-0146	47
	Automation Equipment Repair and Maintenance	a27	Contract cost and/or in--house parts and labor		59th Signal/FRA 507th Sig. Co./FWA	384-0117 353-7005	49
	Document Management	a17	Customarily non-reimbursable		59th Signal/FRA	384-0146	50
	Mail Service	a17	Non-reimbursable		Mail/Distribution/FRA Mail/Distribution/FWA	384-0307 353-6898	51
	Message and Data Processing	a15	Actual cost for user unique requirements		LCC/FRA LCC/FWA	384-2231 353-7015	52
	Postage Service (Mail)	a17	Actual cost		Mail/Distribution/FRA Mail/Distribution/FWA	384-0307 353-6898	53
	Security Services (Information Systems Security)	a18 a19	Customarily non-reimbursable		Info. Sys. Sec./FRA Info. Security/FRA	384-0573 384-0040	54
	Telephone Systems Management	a15	Lony distance charges and applicable incremental costs (labor charge applicable to new installations and set-up or replacement due to negligence: \$45.00/hr.)		Telephone Maint./FRA Telephone Maint./FWA	384-0173 353-6800	55

PD	Responsible Activity and Support Category	SBC No.	Basis of Reimbursement	Reimbursable cost	POC	Phone No.	ISA Page
DPW	Directorate of Public Works (DPW)						
	Common Use Facility Construction, Operations, Maintenance and Repair	a40 a41	Non-reimbursable		Customer Services Branch/FRA Operations/FWA	384-3177 384-3096 353-7192	56
	Custodial Services	a57	Sq. ft. of assigned building or space	\$ 366.68	Project Manager/FRA Project Manager/FWA	384-0532 353-6243	57
	Entomology Services; Indoor and Outdoor Pest Control	a58 a59	Reimbursable above base level support		Ento. Oper./FRA Pest Control/FWA	384-2990 353-7474	58
	Environmental Cleanup	a65	Actual cost per incident		Environmental/FRA Environmental/FWA	384-3093 353-6249	59
	Environmental Compliance	a66	Actual cost of noncompliance and Receiver training tuition cost		Environmental/FRA Environmental/FWA	384-3093 353-6249	61
	Facilities and Real Property Support	a55 to a56	Customarily non-reimbursable		Real Estate/FRA Real Property/FRA	384-6679 384-3524	63
	Facility Construction and Major Repair	a62	Actual cost of project		Project Management/FRA Project Management/FWA	384-3097 353-6243	64
	Facility Maintenance and Minor Repair	a31 to a39	Actual cost of project		Operations/FRA Operations/FWA	384-3096 353-7055	66
	Fire Protection a. Routine b. Special requirements c. Maintenance of Fire Extinguishers (discharged for other than to put out fires)	a68	a. Non-reimbursable b. Partially reimbursable c. Actual cost when discharged for other than fire suppression		Fire Chief	384-3130 384-3473 353-7470 552-3136	69
	Housing Services	a50	Non-reimbursable		Housing/FRA Housing/FWA Furnishings/FRA Furnishings/FWA	384-0309 353-1655 384-0092 353-7322	71
	Refuse Collection and Disposal	a60	Based on dollar per ton	\$ 34,581.72	Road/Ground Oper./FRA Road/Ground Oper./FWA	384-1717 353-7055	72
	Supply Services (Wood and Related Materials)	a34	Non-reimbursable		Customer Services Branch/FRA Operations/FWA	384-3177 353-6255	73
	Utilities: a. Steam b. Water c. Sewage d. Electric e. Other (such as gas)	a44 a45 a46 a41 a48	Metered or sq. ft., calculated at the "A" rate	\$145,915.44	Operations/FRA Utility Engineer/FRA Operations/FWA Utility Engineer/FWA	384-1717 384-3043 353-7422 353-7055	74

PD	Responsible Activity and Support Category	SBC I No. I	Basis of Reimbursement	Reimbursable cost	POC	Phone No.	ISA Page
Other Units/Program Directors							
267th FI BN	Finance Support Services		Non-reimbursable		Operations/FRA Operations/FWA	384-2038 353-1336	75
DRM	Civilian Payroll Processing	a01	Non-reimbursable		Civilian Pay/FRA	384-2197	76
PM	Police Services				Law Enforcement/FRA Law Enforcement/FWA	384-0825 353-7886	77
	a. Law Enforcement Services	a77	a. Non-reimbursable				
	b. Physical Security	a78	b. Special requirements				
	c. Vehicle/Weapons Registration		c. Special requirements				
Chap	Chapel and Chaplain Services	a82	Non-reimbursable		Inst. Chaplain/FRA Inst. Chaplain/FWA	384-2124 353-9825	79
CMD GP	Command Support	a87 to a91	Non-reimbursable		Chief of Staff/FRA	384-2180	80
CPAC	Civilian Personnel Advisory Services: (Appropriated and Non-appropriated Fund Personnel, Personnel Training Services)	a01	Tuition cost for training courses (dependent upon course fee)		Personnel Director/FRA	384-1361	81
DCA	Army Community Services	a10	Non-reimbursable		ACS Director/FRA ACS Director/FWA	384-1502 353-6267	82
	Child and Youth Services	a11	Individual user fees		Child/Youth Serv./FRA Child/Youth Serv./FWA	384-2031 353-9505	83
	Education Services	a14	Tuition cost and user fees		Education Officer/FRA Education Officer/FWA	384-0970 353-7270	84
	Morale, Welfare and Recreation Activities	a13	Individual user fees		CFAM/FRA CFAM/FWA	384-2053 353-7311	85
	Substance Abuse Program	a09	Non-reimbursable		ASAP/FRA ASAP/FWA	384-41418 353-1377	87
	Technical and Research Library	a14	Special purchases unique to Receiver requirements		Librarian/FRA Librarian/FWA	384-0301 353-7297	88
	Transient Lodging Services	a51	Individual cash basis for guest housing or transient accommodations		Lodging/FRA Lodging/FWA	384-0436 353-7726	89
DOC	Purchasing and Contracting Services	a74 a75	Customarily non-reimbursable		Procure. Analyst/FRA	384-7358	90
EEO	Equal Employment Opportunity (EEO) Services	a92	Customarily non-reimbursable		EEO Office/FRA EEO Office/FWA	384-2080 353-9063	91
IG	Inspections, Investigations, and Complaint Assistance	a87 to a89	Non-reimbursable		Inspector General/FRA Inspector General/FWA	384-0323 353-6204	92
Safety	Safety and Occupational Health	a95	Off-post inspections include travel and per diem		Director/FRA Director/FWA	384-2329 353-7412	93
SJA	a. Administrative and Civil Law b. Claims Support/Legal Assistance c. Courts Martial Jurisdiction	a79 to a81	a. Non-reimbursable b. Non-reimbursable c. Actual cost		SJA/FRA SJA/FWA	384-0420 353-6534	94
				\$180,863.84			

Standard Provisions

1. The purpose of this Intraservice Support Agreement (ISA) is to establish guidelines and procedures for providing administrative and logistical support to Army Materiel Command (AMC)/Stryker Brigade Combat Team Materiel Fielding Office (SBCT MFO), hereafter referred to as the Receiver, by U.S. Army Garrison Alaska (USAG-AK), hereafter referred to as the Supplier. The support addressed in this ISA is provided by USAG-AK command elements at Forts Richardson (FRA) or Wainwright (FWA), Alaska in coordination with, and subsequent to, the approval of the Receiver.

NOTE: 'In accordance with the 10 Oct 02 Assistant Chief of Staff for Installation Management (ACSIM) Memorandum, Subject: Status of Army Reimbursable Policy (ARP) and the Army Baseline Services (ABS), in FY03 the ABS will not be the basis for establishing baseline services and reimbursable relationships. The OACSIM, Plans and Operations Division is leading a task force with HQDA staff functionals to refine or develop standards and metrics for each service. The Cost and Economic Analysis Center (CEAC) will develop the cost estimating relationships. Expect the OACSIM and the IMA to develop the implementation plan for incorporation into the POM 06-10. Due to the anticipated requirement to cross-level resources to meet these ABS levels, the ability of USAG-AK to provide various services identified under the terms of this agreement may require revision/renegotiation.

In FY 03 the Army will implement the Transformation Installation Management (TIM) initiative. Additionally, there is an expected increase of Army personnel assigned to E'RA and EWA, due to projected force structure modifications in EY 04. Due to these changes, the ability of USAG-AK to provide various services identified under the terms of this agreement may require revision/renegotiation.

2. This ISA is authorized and written in accordance with (IAW) Department of Defense Instruction (DoDI) 4000.19, Army Regulation (AR) 5-9, Defense Finance and Accounting Service-Indianapolis (DFAS-TN) Regulation 37-1 and USCINCPACINST 4000.2N. Any Pacific Area Regional Office (PARO) supplements to these Army regulations also apply.

3. Receiver's mission: The SBCT MFO is an integrated AMC and Program Executive Office (PEO) fielding and support structure in Alaska during the establishment of the SBCT. The SBCT MFO ensures that the groundwork is laid for a smooth transition to a long term sustainment for the SBCT. The SBCT MFO ensures that U.S. Army Alaska (USARAK) and USAG-AK have a single point of contact for acquisition and sustainment for the SBCT and a coordinated concept for support amongst all AMC Major Subordinate Commands (MSC) and the various PEOs involved in this operation.

4. Review the Financial Provisions of this agreement annually, or as requested by either the Supplier or Receiver. Review the Specific Provisions triennially, or as requested by either the Supplier or Receiver. Forward all contested matters of support contained herein to respective higher headquarters for disposition and further direction.

5. Receiver maintains exclusive use of their assigned portion of building(s) 602 and 806 located on Ft. Richardson, and building(s) 1579, 3475 and 3477 located on Ft. Wainwright as specified in Real Estate Permit(s) TBD. Receiver maintains exclusive use of any facility or portion thereof, financed by, or constructed for/by Receiver. Control of facilities reverts to USAG-AK when no longer required by Receiver and Receiver notifies Supplier.

Standard Provisions
(continued)

6. Receiver will report all violations or suspected violations of security to the Directorate of Plans, Training, Security and Mobilization (DPTSM), Security Division at 384-2208. This responsibility includes incidents falling within the purview of DoD Regulation 5200.1-R, AR 380, AR 381, and AR 604 series.

7. Receiver personnel must abide by all post and installation regulations, directives, and policies, to include postal, fire, safety, security, and similar administrative procedures. Receiver personnel are permitted use of post and installation facilities in accordance with applicable regulations.

8. Should the Receiver fail to accept full quantity of reimbursable support provided for herein, the Supplier will make reasonable efforts to absorb and/or redistribute excess supplies or services. If redistribution or absorption cannot be accomplished, the Receiver shall reimburse (the Supplier) for any losses incurred by the Supplier.

9. Any contracts initiated by the Receiver or Receiver agency which have potential impact on the maintenance, repair, and/or modification of any real property owned or controlled by USAG-AK must be reviewed by the Directorate of Public Works (DPW), then receive prior written approval of the Garrison Commander. (This provision includes contracts for utilities, refuse collection/disposal, and the renovation or alteration of the interior/exterior of assigned facilities, etc.) The Receiver or Receiver agency is responsible for all costs, expenses and damages resulting from such a contract unless the Garrison Commander provides prior written relief from such responsibility.

10. If the Receiver requires available service not addressed within this agreement, the Receiver may submit a DD Form 448, Military Interdepartmental Purchase Request (MIPR) to the applicable budget office of the organization providing such service. If service is required on a recurring basis (defined in general by USARPAC Regulation 5-1 as three times per year over two years or more), the Receiver will submit a written request to incorporate additional service(s) into this agreement. Submit request to U.S. Army Garrison Alaska, Defense Regional Interservice Support (DRIS) Office, ATTN: APVR-RRM-DRIS, 630 Richardson Drive #6250, Ft. Richardson, AK 99505-6250.

11. Services are provided during posted hours of operation. Services shall be equal to those provided to the Supplier's own military force and within established USAG-AK standards and guidelines. The Specific Provision narratives verified each Fiscal Year (FY) is the documented quality, quantity, frequency, and timeliness of a service. NCTE: Reserve Component (RC) priority of Morale, Welfare and Recreation (MWR) support is IAW AR 215-1.

12. Services offered by other agencies located within close proximity of USAG-AK Command elements include: printing by the Defense Automated Printing Service (DAPS), DFAS by the Defense Military Pay Office (DMPO), and medical service; by the U.S. Army Medical Activity, Alaska (MEDDAC-AK).

13. This agreement will remain in effect during implementation of Operations Plans (OPLANS) to the best ability of the Supplier.

Standard Provisions
(continued)

14. Receiver point of contact:

SBCT Materiel Fielding Office
Building 602
600 Richardson Dr. #4400
Ft. Richardson, AK 99505-4400
Phone: (907) 384-0129/Fax: (907) 384-0135

15. Supplier point of contact:

U.S. Army Garrison Alaska
Director of Resource Management
ATTN: APVR-RRM-DRIS
600 Richardson Dr. #6250
Ft. Richardson, AK 99505-6250
Phone: (907) 384-7094/Fax: (907) 384-6122
AK Defense Service Network (DSN) Access Code: 317

NOTE: This support agreement was coordinated and prepared by Support Agreement Analyst Barbara Ringland.

16. Commercial Activities Stipulations IAW AR 5-20, dated 1 October 97.

a. INTERSERVICE SUPPORT AGREEMENTS: Support agreements with other Army, Navy, or Air Force installations or with other DoD activities are not governed by AR 5-20, with the following two exceptions: (1) A cost competition study is required when a Support Agreement with another DoD activity would result in a change to or from contract performance; (2) pursuant to OMB Circular A-126, a cost competition study shall be conducted before providing aviation services (DA Pam 5-20, Appendix C).

(1) USAG-AK Directorates involved with the support outlined in this agreement have evaluated the support and have determined that it DOES NOT result in a change to or from contract performance, therefore a cost competition study is not required.

(2) A Commercial Activity is defined, by AR 5-20 as an activity providing a product or service that can be performed by a private source. AR 5-20 defines recurring Commercial Activities as one that is required by the Government on a consistent and long-term basis. This definition does not imply an 'hourly, daily, monthly or annual requirement, but must, in a general sense, be repetitive in nature, wherein the expected workload can be reasonably estimated.

Distribution List

1 - PARO, ATTN: APLG-PM, Ft. Shafter, HI 96858-5100
1 - DFAS, Pacific Field Site, ATTN: DFAS-PC/AOAA, Pearl
Harbor, HI 96860-7553
1 - CPOC
1 - USAG-AK DRM ASIP Manager
1 - AMC

NOTE: Those activities within USAG-AK that require or are interested in either viewing or printing out this <agreement refer to the Directorate of Resource Management (DRM) website at <http://www.usarak.army.mil/DRM/> or the Intranet at <https://drm.ak.pac.army.mil> and go to the DRIS web page.

Financial Provisions

1. Mission-unique, above-base level of support (i.e. measurable direct incremental costs) is reimbursable and is charged IAW DA policies and DoD instructions throughout the duration of this agreement. Categories identified as "Customarily Non-reimbursable" (CN) are generally provided at no cost to the Receiver. However, the Supplier may charge the Receiver for incremental CN costs (i.e. special requirements, supplies/materials, and civilian overtime or over hire), which are directly attributable to the Receiver. NOTE: Currently and into the near future, numerous installation functions will be under A-76 studies, resulting in the possible conversion to contracts. If future services convert to contractual arrangements, charges identified within this agreement will be IAW applicable contract terms and costs.

2. Reimbursable charges are "best estimates" calculated through the effective date of this agreement. The reimbursement basis (unit charge) for all support categories is subject to annual review by the performing directorate. As such, annual charges to the Receiver are subject to revision, i.e., to reflect change in operation costs and/or inflationary conditions. NOTE: Although the DoDI requires that costs be reviewed annually to ensure continued accuracy of estimated reimbursements, limiting factors may preclude accomplishment. In such a case, inflation rates designated within the DoD Comptroller's Annual Inflation Guidance will be applied to any estimated costs within this agreement.

3. Billings for civilian labor are subject to additional charges to cover civilian personnel fringe benefits, plus an additional 25% for the Cost of Living Allowance (COLA) when General Schedule (GS) employees are utilized. Contract labor is charged at contract cost. Overtime labor must be authorized in advance and is charged at prevailing rates. NOTE: Current year (FY 03) fringe benefit charges = 24.5% (DoD rate) and 32.9% (others rate). The civilian personnel benefits rate fluctuates annually.

4. Support provided through contractual arrangements is charged at the contracted rate. Price for supplies is derived from standard price lists or equivalent guidance.

5. General procedures:

a. The Receiver will provide a MIPR (or mutually agreed upon documentation) to the Supplier for any required support. [See paragraph 11 (below) for select addresses.] The MIPR will reflect a complete accounting classification to be charged and it will include a point of contact and telephone number. The Receiver and Supplier will verify annually that a correct Sill-to address is on record with DFAS.

b. The Supplying activities will forward a DD Form 448-2 (Acceptance of MIPR) to the Receiver acknowledging a commitment to provide any requested support.

Financial Provisions
(continued)

6. Billing procedures. DFAS Pacific Field Site, Pearl Harbor, HI will process billings at the close of each month. All bills will be processed by one of the following methods:

a. Operational Data Store (ODS): These customers are normally other Army fiscal stations, or non-Army federal activities who have furnished a billed Line of Accounting (LOA) but who do not have a Trading Partner Agreement (TPA) with DFAS Indianapolis, Central Disbursing, Agency Location Code (ALC) 5570. Self-reimbursement (no check drawn) collections will be processed via ODS input. Copies of bills for transactions appearing on the CSCFA-110 report TFO (Transactions for Others) will be mailed out weekly. [Transactions within Disbursing Station Symbol Number (DSSN) 5570 are considered for-self.1

b. Intra-Sovernmental Payment and Collection (IPAC): These customers are normally non-Army DoD or civilian agencies. Self-reimbursement (no check drawn) collections will be processed via IPAC for all federal agencies who have a TPA with ALC 5570 and who have furnished a billed LOA. The IPAC transaction will cite the MIPR number or other funding authority and billed LOA.

c. Mail-out: These customers are normally non-federal customers (e.g. state governments) or federal customers who have not furnished a billed LOA. Two copies of DA Form 1857, Statement of Account, -will be furnished to the non-federal customers within five workdays after the close of each month. Remittance with one copy of DA Form 1857 is due 30 days after the bill date. For federal customers, the same procedure is applicable with an SF 1080 bill in lieu of a DA Form 1857.

Copies of bills with supporting documents will only be furnished to customers who fall into either the mail-out or ODS TFO categories. Other customers will not be routinely furnished copies of bills unless requested.

7. Receiver's DODAAC: HQ0303 Receiver's UIC: WC3S05

Receiver's bill-to address.

Commander
Defense Finance and Accounting Service
Rock Island Field Site
ATTN: DFAS-BVA/RI, Bldg. 68
Rock Island, IL 61299-8400

8. Supplier's accounting office address:

Commander
Defense Finance and Accounting Service
Pacific Field Site
ATTN: DFAS-PC/AOAA
477 Essex Street, Box 1392
Pearl Harbor, HI 96860-5806

Financial Provisions
(continued)

9. Receiver will utilize:

Bldg. No.	Sq. Ft.	Category Code	Real Estate Permit No.	Location
602	7,020	61050		FRA
806	220,381	44220		FRA
1579	10,574	14129		FWA
3475	19,670	21410		FWA
3471	14,233	21410		FWA

NOTE: Receiver shall obtain written authorization and approval from the DPW prior to changing usage of any facility, either whole or in part. Receiver will not acquire additional facility space on the installation (or relinquish space to another Receiver or unit) without prior written approval and coordination by the DPW. When facilities are no longer required, control reverts to USAG-AK. (This pertains only to Army-owned facilities.)

10. Manpower of activity supported:

FRA	FWA	Total	
4	0	4	Officers
	1 1	2	Warrant Enlisted Officers
		2	
105	156	261	Civilians
111	158	269	Total

Financial Provisions
(continued)

11. Submit MIPRs (or other mutually agreed upon non-DoD Funding documents) to the supplying activities as follows:

<u>Activity</u>	<u>Categories (Services)</u>	<u>Amount</u>
U.S. Army Garrison Alaska 59th Signal Battalion	Automation Equipment, Repair/Maintenance	
ATTN: AFSP-ASD	Document Management	
600 Richardson Dr. #7100	Message and Data Processing	
Ft. Richardson, AK 99505-7100	Postage Service	
	Telephone Systems Management	
	TOTAL ESTIMATED MIPR AMOUNT:	Actual Cost-
U.S. Army Garrison Alaska	Audio and Visual Information Support	
Directorate of Plans, Training, Security and Mobilization	Training Services	
ATTN: APVR-RPTM-RM		
600 Richardson Dr. #6300		
Ft. Richardson, AK 99505-6300	TOTAL ESTIMATED MIPR AMOUNT:	Actual Cost
U.S. Army Garrison Alaska	CPAC Services	
Directorate of Community Activities	Education Services	--
ATTN: APVR-RCA-RMA	Technical and Legal Libraries	
Headquarters Loop		
Ft. Richardson, AK 99505-6600	TOTAL ESTIMATED MIPR AMOUNT:	Actual Cost
U.S. Army Garrison Alaska	Food Services	
Directorate of Logistics	Laundry and Dry Cleaning	
ATTN: APVR-RDL-AB	Supply Management	
977 Davis Highway	Transportation Services	
Ft. Richardson, AK 99505-7000	- -	
	TOTAL ESTIMATED MIPR AMOUNT:	Actual Cost
U.S. Army Garrison Alaska	Police Services	
Directorate of Resource Management	Security Services (Special Requirements)	
ATTN: APVR-RRM-BB	CIF	
600 Richardson Dr. #6250		
Ft. Richardson, AK 99505-6250	TOTAL ESTIMATED MIPR AMOUNT:	Actual Cost

Financial Provisions
(continued)

<u>Activity</u>	<u>Categories (Services)</u>	<u>Amount</u>
I U.S. Army Garrison Alaska Directorate of Public Works ATTN: APVR-RPW-BMF 730 Quartermaster Rd. Ft. Richardson, AK 99505-6500	Common Use Facility Construction Operations, Maintenance and Repair Custodial Services Entomology Services Environmental Cleanup Environmental Compliance Facilities and Real Property Support Facility Construction and Major Repair Facility Maintenance and Minor Repair Fire Protection Housing Services Refuse Collection and Disposal Utilities	 \$ 366.68 \$ 34,581.72 \$145,915.44 TOTAL ESTIMATED MIPR AMOUNT:
		\$180,863.84-

12. Cost calculations:

Category: <u>Common Use Facility Construction, Operations, Maintenance and Repair</u> Account: 132078.00 Customarily non-reimbursable. TOTAL ESTIMATED COST: \$TBD
Category: <u>Custodial</u> Account: 131079.M4 (DPW Custodial Contract Number <u>DAPC49-02-C-0008</u> - contract period from 1 June 03 - 31 May 04). Reimbursable for actual cost of work requested. Total for the contract year beginning 1 June 03 -- 30 Sep. 03 for Bldg. 602, Rooms 1.31, 132, 150 and 151 (total of 803 net square feet). TOTAL ESTIMATED ANNUAL COST: <u>\$1,100.00</u> TOTAL COST: <u>\$366.68</u> (prorated cost from 1 June 03 30 Sep. 03).
Category: <u>Entomology</u> Account: 131079.M2 Reimbursable for actual cost of each work request. TOTAL ESTIMATED COST: \$TBD
Category: <u>Environmental Cleanup</u> Account: 131056.83 Reimbursable for actual cost of clean up of spills per incident. TOTAL ESTIMATED COST: \$TBD
Category: <u>Environmental Compliance</u> Account: 131056.12 (Training) 131056.15 (Hazardous Waste Disposal) Reimbursable for actual cost for training. \$ _____ Reimbursable for actual cost for hazardous waste disposal. \$ _____ TOTAL ESTIMATED COST: \$TBD
Category: <u>Facilities and Real Property Support</u> Account: 131079.N11 Non-reimbursable at base level of support. Reimbursable at. above base level support. TOTAL ESTIMATED cost: \$TBD
Category: <u>Facility Construction and Major Repair</u> Account: 132076.L Reimbursable for actual cost of work request. All mission unique minor construction is also included as reimbursable. TOTAL ESTIMATED COST: <u>\$TBD</u>
Category: <u>Facility Maintenance and Minor Repair</u> Account: 132078.V1 (Grounds) 132078.V2 (Unimproved Grounds) 131079.M5 (Snow Removal) Reimbursable for actual cost of work requested. TOTAL ESTIMATED COST: \$TBD

1

12. Cost calculations (continued):

Category: Housing and Lodging	
Account:	190000.00 (FRA and FWA), Family Housing 131096.9A (FRA), Furnishings Management Office 131096.9A (FWA), Furnishings Management Office
Customarily	non-reimbursable
Category: Refuse Collection and Disposal	
Account:	131079.M1, FRA Bldg. 602 (shared)
Took possession of designated areas in the building on 1 June 03.	
3 (8 cubic yard) dumpsters = 24 cubic yards x (emptied 5 times per week) = 120 cubic yards x 85 lbs. = 10,200 lbs. x 52 weeks per yr. = 530,400 lbs./2,000 (ton) = 265.20 tons x 593.64 per ton = \$24,833.33.	
AMC % of the building = 7,020 gross square feet/105,560 total gross square feet of the building = 6.65%.	
\$24,833.33 x 6.65% = \$1,651.42 per year (based on current utility sales rates).	
TOTAL ESTIMATED COST: <u>\$550.48</u> (prorated cost from 1 June 03 - 30 Sep. 03).	
Category: Refuse Collection and Disposal	
Account:	131079.M1, FRA Bldg. 806 (entire building)
Took possession of the building on- 1 June 03.	
2 (8 cubic yard) dumpsters = 16 cubic yards x (emptied 5 times per week) = 80 cubic yards x 85 lbs. = 6,800 lbs. x 52 weeks per yr. = 353,600 lbs./2,000 (ton) = 176.80 ton; x \$93.64 per ton = \$16,555.55 per year (based on current utility sales rates).	
TOTAL ESTIMATED COST: <u>\$5,518.52</u> (prorated cost from 1 June 03 -- 30 Sep. 03).	
Category: Refuse Collection and Disposal	
Account:	131079.M1, FWA Bldg. 1579 (entire building)
Took possession of the building on 1 June 03.	
3 (8 cubic yard) dumpsters = 24 cubic yards x (emptied 5 times per week) = 120 cubic yards x 85 lbs. = 10,200 Lbs. x 52 weeks per yr. = 530,400 lbs./2,000 (ton) = 265.20 tons x \$179.19 per ton = \$47,521.19 per year (based on current utility sales rates).	
TOTAL ESTIMATED COST: <u>\$15,850.40</u> (prorated cost from 1 June 03 30 Sep. 03).	
Category: Refuse Collection and Disposal	
Account:	131079.M1, FWA Bldg. 3475 (entire building)
Took possession of the building on 1 June 03.	
3 (8 cubic yard) dumpsters = 24 cubic yards x (emptied 2 times per week) = 48 cubic yards x 85 lbs. = 4,080 lbs. x 52 weeks per yr. = 212,160 lbs./2,000 (ton) = 106.08 tons x \$179.19 per ton = \$19,008.48 per year (based on current utility sales rates).	
TOTAL ESTIMATED COST: <u>\$6,336.16</u> (prorated cost from 1 June 03 - 30 Sep. 03).	

12. Cost calculations (continued):

Category: Refuse Collection and Disposal
Account: 131079.M1, FWA Bldg. 3477 (entire building)
Took possession of the building on 1 June 03.
3 (8 cubic yard) dumpsters = 24 cubic yards x (emptied 2 times per week) = 48 cubic yards x 85 lbs. = 4,080 lbs. x 52 weeks per yr. = 212,160 lbs./2,000 (ton) = 106.08 tons x \$179.19 per ton = \$19,008.48 per year (based on current utility sales rates).

TOTAL ESTIMATED COST: \$6,336.16 (prorated cost from 1 June 03 - 30 Sep. 03).

Category: Supply Services
Account: 132078X1836

Customarily non-reimbursable for maintenance of installation real property. Reimbursable for actual cost of materials required on troop operations and training projects.

TOTAL ESTIMATED COST: \$TBD

Category: Utilities
Account: 131079J
Ft. Richardson-- Building 602 (shared building)
Took possession of the building on 1 June 03.
J3 = electricity
ELECT: FY 03 factor of \$0.6688 per gross square foot (7,020) = \$4,694.98
J4 = steam, fuel oil and coal
STEAM: FY 03 factor of \$0.5852 per gross square foot (7,020) = \$4,108.10
J1 = water
WATER: FY 03 factor of \$0.1386 per gross square foot (7,020) = \$972.57
J2 = sewage
SEWAGE: FY 03 factor of \$0.0774 per gross square foot (7,020) = \$543.35

ESTIMATED TOTAL FOR FY 03 UTILITIES: \$10,319.40 per year (based on current utility sales rates).

TOTAL ESTIMATED COST: \$3,439.80 (prorated cost from 1 June 03 - 30 Sep. 03).

Category: Utilities
Account: 131079J
Ft. Richardson - Building 806 (entire building)
Took possession of the building on 1 June 03.
J3 = electricity
ELECT: FY 03 factor of \$0.6688 per gross square foot (220,381) = \$147,390.81
J4 = steam, fuel oil, coal
STEAM: FY 03 factor of \$0.5852 per gross square foot (220,381) = \$128,966.96
J1 = water
WATER: FY 03 factor of \$0.1386 per gross square foot (220,381) = \$30,544.81
J2 = sewage
SEWAGE: FY 03 factor of \$0.0774 per gross square foot (220,381) = \$17,057.49

ESTIMATED TOTAL FOR FY 03 UTILITIES: \$323,960.07 per year (based on current utility sales rates).

TOTAL ESTIMATED COST: \$107,986.68 (prorated cost from 1 June 03 - Sep. 03).

12. Cost calculations (continued):

Category: Utilities
Account: 131079J
Ft. Wainwright - Building 1579 (entire building)
Took possession of the building on 1 June 03.
J3 = electricity
ELECT: FY 03 factor of \$0.6711 per gross square foot (10,574) = \$7,096.21
J4 = steam, fuel oil, coal
STEAM: FY 03 factor of \$1.3629 per gross square foot (10,574) = \$14,411.30
J1 = water
WATER: FY 03 factor of \$0.0854 per gross square foot (10,574) = \$903.02
J2 = sewage
SEWAGE: FY 03 factor of \$0.2069 per gross square foot (10,574) = \$2,187.76
ESTIMATED TOTAL FOR FY 03 UTILITIES: \$24,598.29 per year (based on current utility sales rates).
TOTAL ESTIMATED COST: <u>\$8,199.44</u> (prorated cost from 1 June 03 - Sep. 03).

Category: Utilities
Account: 131079J
Ft. Wainwright Building 3475 (entire building)
Took possession of the building on 1 June 03.
J3 = electricity
ELECT: FY 03 factor of \$0.6711 per gross square foot (19,670) = \$13,200.54
J4 = steam, fuel oil, coal
STEAM: FY 03 factor of \$1.3629 per gross square foot (19,670) = \$26,808.24
J1 = water
WATER: FY 03 factor of \$0.0854 per gross square foot (19,670) = \$1,679.82
J2 = sewage
SEWAGE: FY 03 factor of \$0.2069 per gross square foot (19,670) = \$4,069.72
ESTIMATED TOTAL FOR FY 03 UTILITIES: \$45,758.32 per year (based on current utility sales rates)
TOTAL ESTIMATED COST: <u>\$15,252.76</u> (prorated cost from 1 June 03 - Sep. 03).

Category: Utilities
Account: 131079J
Ft. Wainwright - Building 3477 (entire building)
Took possession of the building on 1 June 03.
J3 = electricity
ELECT: FY 03 factor of \$0.6711 per gross square foot (14,233) = \$9,551.77
J4 = steam, fuel oil, coal
STEAM: FY 03 factor of \$1.3629 per gross square foot (14,233) = \$19,398.16
J1 = water
WATER: FY 03 factor of \$0.0854 per gross square foot (14,233) = \$1,215.50
J2 = sewage
SEWAGE: FY 03 factor of \$0.2069 per gross square foot (14,233) = \$2,944.81
ESTIMATED TOTAL FOR FY 03 UTILITIES: \$33,110.24 per year (based on current utility sales rates).
TOTAL ESTIMATED COST: <u>\$11,036.76</u> (prorated cost from 1 June 03 - Sep. 03).

i2. Cost calculations (continued):

ISA 158, TOTAL ESTIMATED CHARGES FOR 1 JUNE 03 30 SEPTEMBER 03:

Total Estimated Refuse FRA (\$ per ton)	\$ 6,069.00
Total Estimated Refuse FWA (\$ per ton)	<u>28,512.72</u>
Grand Total	\$34,581.72

CONTRACT DAAPC49-02-C-008 COST FOR CUSTODIAL:

Bldg. 602 (rooms 131, 132, 150 and 151 only)	
Annual Cost: \$1,100.00	\$ <u>366.68</u>
Grand Total for Custodial Services from 1 June 30 September 03	\$ 366.68
 Total Estimated Reimbursable Utilities FRA	 \$111,426.48
Total Estimated Reimbursable Utilities FWA	<u>34,488.96</u>
Grand Total Reimbursable Utilities FRA and FWA	\$145,915.44
 Grand Total (Estimated) Custodial, Refuse and Utilities	
For FRA and FWA from 1 June 30 September 03	<u>\$180,863.84</u>

Utility Rates for FY 04 may change cost per unit of measure. Tenants will be notified should rates change.

Category: Fire Protection

Account: 131079.P

Recharging fire extinguisher is normally non-reimbursable. However, a charge will be incurred when fire extinguishers have been maliciously discharged.

Charges are as follows per piece:

10 1b ABC Dry Chemical Fire Extinguishers:	Recharge	\$20.00
	Nitrogen	1.25
	Hydro Test	15.00
	Gauges	5.00
	Hose	8.25
	Handle	5.00
5 1b ABC Dry Chemical Fire Extinguishers:	Recharge	\$12.50
	Nitrogen	1.25
	Hydro Test	15.00
	Gauges:	5.00
	Hose	8.00
	Handle	5.00
5 1b Purple K Chemical Fire Extinguishers:	Recharge	\$12.50
	Nitrogen	1.25
	Hydro Test	15.00
	Gauges:	5.00
	Hose	8.00
	Handle	5.00
20 1b ABC Dry Chemical Fire Extinguishers:	Recharge	\$30.00
	Nitrogen	1.25
	Hydro Test	15.00
	Gauges:	5.00
	Hose	11.00
	Handle	5.00

NOTE 1:

- a. Perform hydro test if extinguisher is over 6/12 years old.
- b. Replace gauges if broken.
- c. Six-year inspection will require fee payment.
- d. Twelve-year inspection on air cylinders and cart foam extinguishers will require a fee.

NOTE 2: All existing fire extinguishers, which are 6 years old, must be taken to the Fire and Emergency Services Extinguisher Shop, discharged, inspected internally and recharged.

TOTAL ESTIMATED COST: STBD

G-1 Adjutant General

EQUAL OPPORTUNITY

SUPPLIER WILL: Provide Equal Opportunity (EO) education, counseling, and guidance. Provide EO complaint channel (in support of military personnel) for complaints that include personal discrimination, institutional and systemic discrimination, sexual harassment and human relation incidents. Provide service IAW local command, DA and DoD policies and regulations.

RECEIVER WILL: Present problems (that are not solved at unit level) through applicable unit. EO representative to the USAG-AK EO Office for further assistance. Ensure unit EO representatives are trained IAW local command, DA and DoD policies and regulations.

POC: FRA, EO Advisor 384-2162
FWA, EO Advisor 353-9234

BASIS FOR REIMBURSEMENT: Non-reimbursable.

G-1 Adjutant General

MORTUARY SERVICES

SUPPLIER WILL: Provide memorial affairs services. Provide, through a shared contract with the Air Force, mortuary services, i.e., recovery, identification, care, and disposition of deceased personnel.

RECEIVER WILL: Assist and provide documentation as requested by Supplier. Comply with installation directives.

POC: FRA, G1 Plans and Operations 384-2605

BASIS FOR REIMBURSEMENT: Reimbursable; actual costs not applicable to Open Allotment.

G1-Adjutant General

PERSONNEL MANNING AND PERSONNEL SERVICES

SUPPLIER WILL: Provide military personnel support and services. The G1 will process line-of-duty investigation reports and casualty reports. The G1 will provide passport support for personnel assigned to Ft. Richardson. The 203rd Personnel Support Battalion (PSB) will maintain personnel records, process identification cards and provide in/out-processing support. The 203rd PSB will provide passport service for personnel assigned to Ft. Wainwright.

NOTE: All incoming and outgoing personnel must process through the in/out processing office, 203rd PSB. Official documentation is required to enroll/disenroll family members in the Defense Enrollment Eligibility Reporting System (DEERS). Documentation includes: State/county birth certificates, divorce decree with judge or referee signature and seal, marriage certificate registered in a county court or sealed.

RECEIVER WILL: Advise Supplier of any changes affecting records. Ensure that assigned personnel attend record reviews as required. Inform Supplier of all changes of rater and/or duty assignment of military personnel. Ensure completed reports are turned in to the Supplier for compliance with appropriate policy and guidance.

POC: FRA, G1 Plans and Operations 384-2605

BASIS FOR REIMBURSEMENT: Non-reimbursable.

G-1 Adj-utant General

RETIRED AFFAIRS

SUPPLIER WILL: Provide retired affairs services, to include interface between retirees and active duty members. Provide assistance in pre-retirement processing including briefing soldiers and their families on the benefits and entitlements to include legal assistance availability, medical and dental programs/services available, assistance available for post service employment and other areas peculiar to the needs of the local retired community. Provide individual Survivor Benefit Plan counseling and assistance with preparation of DD Form 2656 (Data for Retired Pay). Provide services IAW applicable DoD, DA and local command regulations.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Retirement Services Officer 384-3500

BASIS FOR REIMBURSEMENT: Non-reimbursable,

Directorate of Plans, Training, Security and Mobilization
AUDIO AND VISUAL INFORMATION SERVICES

SUPPLIER WILL: Provide (IAW AR 25-1, 350-38, and DA Pam 25-91):

a. Photographic support including processing of black and white, color slide, and color print film, studio portrait photography, including DA photos, chain of command, and passport photos, copying, slide library, and loan of self help cameras.

b. Graphics services including self help facilities and supplies for manual (graphics, illustrator support, and computer graphics support.

c. Video-graphic support consisting of self-help video cameras, on base CCTV support (if available), 1/2" VHS videotape, and audiocassette duplication, limited film editing, and, on a cost reimbursable basis, limited video production.

a. Training aids, devices, and simulator fabrication, such as terrain boards, models, and displays are on a cost reimbursable basis only.

e. Full visual information and training support loan/issue library services. *NOTE:* Categories of equipment available for temporary loan are visual information, such as TV sets, video projectors, and public address sets, training devices, such as resuscitation mannequins and dummy weapons, Multiple Integrated Laser Engagement Systems (MILES), and visual information media, such as videotapes. Available for issue are Graphic Training Aid? (GTA). The Training Support Center (TSC) can arrange for the purchase and permanent loan of visual information equipment, media and training aids on a cost reimbursable basis. Fund certification is required at time of request for support. TSC provides organizational level maintenance on TSC equipment.

NOTE: Instruction, advice, and consultation services are available through the Directorate of Plans, Training and Mobilization (DPTSM). Presentation support is limited to the loan of audio-visual equipment.

RECEIVER WILL: Complete a USARAK Form FL 105, Delegation of Authority to receive TSC Lending Property authorizing designated personnel to receive loan items. (Any additional paperwork will be completed at TSC.)

Comply with TSC policies and procedures.

POC: FRA, Photo Support 384-7183
FRA, Graphics Support 384-7173
FWA, Photo Support 353-6263
FWA, Graphics Support 353-6203

Directorate of Plans, Training, Security and Mobilization
AUDIO AND VISUAL INFORMATION SERVICES
(continued)

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

From the Inspector General Information Bulletin, 4 September 96, for information on ly:

Maintenance and repair of Weaponeers and MACSs.

With the closing of the Ft. Richardson Battle Simulation Center, Multipurpose Arcade Combat Simulators (MACSs) and weaponeers were dispersed and are now maintained by various USAG-AK units. Recently, questions have arisen regarding procedures for maintenance of these pieces of equipment. Maintenance procedures are as follows:

Ft. Wainwright. The Communications Electronics (COMMEl) repair shop, located at the Directorate of Logistics (DOL), repairs MACSs and weaponeers. The unit or activity must have a signature card on file. The unit submits a DA Form 2407 with the equipment. MACSs are brought to Building 3490 for repair. COMMEl will repair weaponeers on site. Phone 353-1633 to coordinate turn-ins and for further information.

For units or activities maintaining MACSs and weaponeers, Apoendix C of FM 23-1 contains more information on MACSs and weaponeers. Information includes. temperature ranges and the area dimensions recommended for weaponeer setup.

Directorate of Plans, Training, Security and Mobilization
DISASTE! PREPAREDNESS

SUPPLIER WILL: Provide a program to minimize the loss of operational capability caused by enemy attacks, major accidents, and natural disasters. Provide security-related planning and inspections IAW USARAK OELAN 5645 (Combating Terrorism) for on post Receivers. Integrate disaster planning, training, and resource employment into a single program. Protect DoD resources from the effects of enemy attack, and restore primary mission assets following an attack. Minimize the effects of major accidents and natural disasters, and restore primary mission assets following them. Support civil authorities during major accidents and disasters. Protect the public. Mitigate public health and safety concerns in the event of major accidents or incidents involving DoD resources.

Provide all personnel with the best available physical protection from the effects of war or natural disaster (earthquakes, floods, hurricanes, volcanic eruption, or tornadoes). *NOTE:* The facility must provide shelter protection against wartime, nuclear, biological, chemical, and peacetime disasters while maintaining mission capability.

Provide emergency heat and/or water upon occurrence of power/heat loss resulting from harsh winter conditions (-40 degrees Fahrenheit or colder).

Provide an effective system to quickly disseminate disaster information to affected personnel. *NOTE:* The installation warning system must be designed for operation during disaster conditions.

Provide support to the Receiver in the event of a disaster. Establish command and control. Notify and update populace. Protect facilities, materiel, and people. Coordinate with local authorities. Maintain command and control. Clear access routes. Implement firefighting, search and rescue, casualty care, preventive medicine, damage control, casualty assistance, and mission impact assessment. Implement remains recovery, identification, and disposition. Establish displaced persons registry. Cordon hazardous areas. Restore critical assets. Restore primary mission capability. Request help when necessary. Reassess the situation. Assess stocks of food and water. Implement rumor control, sanitation control, and medical treatment, etc.

Ensure alarm signals are compatible with local systems.

RECEIVER WILL: Comply with Supplier's regulations and directives.

NOTE 1: As a fundamental prerequisite for an effective disaster response capability, personnel assigned disaster preparedness program responsibilities will be scheduled for formal courses as soon as possible. They will be involved in on-the-job training to develop functional expertise. The disaster preparedness staff will determine refresher training frequency and duration.

NOTE 2: In the event of a disaster, notify personnel in the most expeditious method available. If standardized alarm signals are used, a 3-5 minute steady tone on sirens, horns, or other devices is an attention or alert warning. People should listen to local radio, television, or public address announcements for emergency information. A 3-5 minute wavering tone on sirens or a series of short blasts on horns (or other devices) is an attack or fallout arrival warning. People should take cover and other protective actions immediately.

Directorate of Plans, Training, Security and Mobilization
DISASTER PREPAREDNESS
(continued)

NOTE 3: This program includes policies and procedures for plans and operations during pre, trans and post periods. It includes procedures for responding to peacetime disasters and for helping civil authorities during civil emergencies and during President declared and undeclared peacetime natural disasters. The program also includes requirements for disaster preparedness training, materiel, and exercises.

NOTE 4: All personnel are required to participate in the Disaster Preparedness Program.

FOC: FRA, Plans Officer 384-2212
FWA, Plans Officer 353-9756

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Directorate of Plans, Training, Security and Mobilization
RANGE USE

SUPPLIER WILL: Schedule range use and services, to include range operations, targetry, communications, warm-up facilities, and latrines. Provide clearing rods and helmet covers that identify Range Officer and range safety personnel. Provide supplies and hand equipment for the preparation and clean up of range areas.

Conduct periodic safety inspections to ensure adherence to safety regulations.

Conduct close out inspections of training areas, ranges, and facilities. Ensure that facilities are returned in same standard/condition as when assigned.

Support non-standard ranges and tactical field training by providing portable mechanisms, wooden targets and accouterments.

RECEIVER WILL: Submit range use requests IAW Supplier range use procedures.

Sign for and accept responsibility of assigned area(s). Inspect designated range area(s) prior to occupation. Report to Range Control 24 hours prior to use. Restore assigned area(s) to original standard/condition upon completion of training.

Provide raw materials for the construction of wooden targets and accouterments.

POC: FRA 384-6233
FWA 353-1242

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

Directorate of Plans, Training, Security and Mobilization
SECURITY SERVICES
(Personnel and Information Security)

SUPPLIER WILL: Support and conduct inspections (as required by regulations) on matters concerning personnel and information security.

Establish policies and procedures used to process security clearances. Perform other duties inherent in a personnel security program. Establish policies and procedures IAW AR 380-67.

Implement uniform policies, standards, criteria and procedures for security classification, downgrading, declassification, and for safeguarding information that is owned by, produced for or by, or under the control of the Receiver IAW AR 380-5 (DA Information Security Program).

RECEIVER WILL: Comply with AR 380-67, Personnel Security Program. Provide DPTSM with verification of each service member's current clearance classification/access as recorded and verified by the unit security manager. Comply with Supplier's policies, directives and supplements to the regulation pertaining to this support.

Comply with AR 380-5, Department of the Army Information Security Program. Comply with Supplier's policies, directives, and supplements to the regulation pertaining to this support.

POC: FRA, Personnel Security 334-2191
FRA, Information Security 384-2208
FWA, Security 353-7620

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

Directorate of Plans, Training, Security and Mobilization
TRAINING SERVICES
(Military)

SUPPLIER WILL: Provide all aspects of training required by the military community. Manage and control DA Forms 1556 (Certificate of Training and Reimbursement). Process DD Form 1610 (Travel Orders) for training related travel.

Provide Mobile Training Team (MTT) support, locations and training equipment.

Provide assistance with new equipment training.

Provide assistance and support for Cadet Leadership Training.

Plan, coordinate, manage and execute the Pre-command Course.

RECEIVER WILL: Execute training IAW provided instructions. Proceed to school location IAW published travel orders. Complete applicable portion of DA Form 1556 upon completion of training.

POC: FRA, Training 384-1153
FWA, Training 353-2115

BASIS FOR REIMBURSEMENT: Reimbursable; individual travel, tuition and instructor costs.

Directorate of Logistics

CENTRAL ISSUE FACILITY

SUPPLIER WILL: Provide (upon request) a list of available Organizational Clothing and Individual Equipment (OCIE). Review for approval all requests for OCIE submitted by the Receiver's representative. Provide OCIE (by hand receipt) to authorized individuals (military, DoD Civilians and authorized contractors) as requested by the Receiver.

Schedule issue/return dates. Conduct a reconciliation of hand receipt items upon return of OCIE, identifying those items, which will be charged to the Receiver. Provide billing information to the Directorate of Resource Management (DRM), Program Budget Division (PBD), 384-0696, for those items chargeable to the Receiver.

Accountability of OCIE is controlled by AR 710-2, Inventory Management Supply Policy Below Wholesale Level, DA Pam 710-2-1, Using Unit Supply System (Manual Procedures) and AR 735-5, Policies and Procedures for Property Accountability.

NOTE 1. A 10% reimbursable sustainment charge will be levied to defray the cost of OCIE replenishment (except non-returnable items) due to normal fair wear and tear.

NOTE 2: Non-returnable items (i.e. socks, next to body items, etc.) are reimbursed at 100% of the item cost.

NOTE 3: OCIE lost, damaged or destroyed will be accounted for IAW AR 735-5 and DA Pam 735-5, Survey Officer's Guide.

NOTE 4: The CIF does not issue civilian safety or environmental (cold weather) clothing for routine use. Organizations are responsible for ensuring personnel are properly outfitted for the duties performed.

NOTE 5: Bulk issue of military cold weather clothing will be made to the primary Receiver's representative for use by short-term visitors and VIPs.

RECEIVER WILL: Reimburse Supplier for lost, damaged, or destroyed OCIE items that were not reimbursed by the responsible individual. Submit funding documents to the DRM PBD. Request current rate/cost of items from the supporting Central Issue Facility (CIF).

Establish and maintain documents that authorize and identify the Receiver's representative (DA Form 1687, Notice of Delegation of Authority -- Receipt for Supplies and Assumption of Command letter). Submit to the supporting CIF a list of Receiver personnel to receive OCIE.

Individuals will coordinate with the supporting CIF for issue and turn in. Sign for release of OCIE from the supporting CIF. Be responsible for issued OCIE returns. Conduct reconciliation of OCIE items with the supporting CIF to ascertain whether charges will be made to the Receiver.

Provide receipt for Organizational OCIE issued from the CIF using the computerized DA Form 3645.

Directorate of Logistics

CENTRAL ISSUE FACILITY
(continued)

TAW AR 710-2, unit commanders will provide the CIF with annual requirements (number of personnel) for OCIE support.

IAW DA Pam 710-2-1, unit commanders will conduct reconciliation of OCIE records against personnel losses. This reconciliation is conducted quarterly (at a minimum) to determine if soldiers/employees have departed without clearing the OCIE issue point.

In-process and cut-process the CIF by appointment only. Accomplish direct exchange transactions on a first-come, first-serve basis. Coordinate and schedule mass transactions through the CIF. True emergencies are handled on a case-by-case basis.

Turn in clothing and equipment to the CIF no later than five working days prior to peacetime Permanent Change of Station (PCS).

POC: FRA, CIF 384-2801/1806 (Primary Support Point)
FWA, CIF 353-6352
FRA, DRM PBD 384-0696

BASIS FOR REIMBURSEMENT: Reimbursable; cost of items lost, damaged, destroyed and non-returnable items IAW AR 735-5 and DA Pam 735-5.

Directorate of Logistics

FOOD SERVICES
(Food Advisor and Dining Facilities)

SUPPLIER WILL: Operate dining facilities. Provide, prepare and serve food to authorized personnel IAW AK 30-22, The Army Food Service Program.

Maintain dining operation and facilities IAW AR 30-22 and FM 10-23-2 (Tactics, Techniques, and Procedures for Garrison Food Preparation and Class I Operations Management).

NOTE 1: Contractor personnel are not authorized to use the Appropriated Fund Dining Facilities. Government civilians are authorized on a "pay-as-you-go" basis with appropriate identification.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Food Program Management Office 384-1823/1841
FWA, Food Program Management Office 353-6646

BASIS FOR REIMBURSEMENT: Non-reimbursable; soldiers with meal cards. All others are "pay-as-you-go" basis.

Directorate of Logistics

FOOD SERVICES
(Troop Issue Subsistence Activity)

SUPPLIER WILL: Provide "Meals-Ready-to-Eat" (MRE) and "Ration Cold Weather" (RCW) support, as requested and within capabilities. Schedule with Receiver pickup time for bulk issue following receipt of DA Form 3161 (Request for Issue or Turn In).

Maintain a memorandum that lists Receiver personnel authorized to request and receive MREs. Check the DD Form 577 (Signature Card) of personnel receiving issue.

NOTE 1: TISA support is for military field operations. AMC is an authorized patron of the TISA; however, contractors are not. All ration requests must be funneled through an AMC representative.

NOTE 2: Alternatively, both AMC and their contractors can order rations directly from the General Services Administration (GSA) without the military restrictions imposed on TISA use.

RECEIVER WILL: Provide DA Form 3161 (Request for Issue or Turn-in) to the supporting Troop Issue Subsistence Activity (TISA). Initial request must be submitted 45 working days prior to need. No later than three working days prior to the requirement date, notify TISA personnel of the intent for pick up. Identify Receiver's Department of Defense Army Activity Code (DODAAC) to both TTSA and DFAS offices. Provide points of contact for billing and supply actions.

Provide a memorandum to the TISA listing the authorized requesters/receivers of MREs. Ensure that Receiver's representatives complete a DD Form 577 (Signature Card) for use as identification when processing through the TISA.

Comply with installation's regulations and directives, to include AR 30-1, AR 30-5, AR 30-18 and AR 30-21.

POC: FRA, TISA 384-2377
EWA, TISA 353-6179
DFAS, Stock Fund Branch 315-472-7910

BASIS FOR REIMBURSEMENT: Reimbursable; current Defense Supply Center Philadelphia (DSCP) price at time of issue.

Directorate of Logistics

LAUNDRY AND DRY CLEANING
((Organizational Clothing and Individual Equipment))

SUPPLIER WILL: Provide laundry and dry cleaning services for Organizational Clothing and Equipment (OCIE), government property and personal articles of military personnel.

Provide bulk laundry and dry cleaning services for OCIE to authorized Receiver personnel, within capability.

Provide over the counter laundry and dry cleaning services to authorized Receiver personnel for OCIE.

Conform to special laundry and dry cleaning instructions (within capabilities) when given prior notice by the Receiver.

NOTE 1: The Supplier reserves the right to refuse items needing special care or handling.

NOTE 2: Organizational cleaning services are not limited to strictly military clothing, but should be limited to items owned/purchased by the organization. Only individuals identified on the 3.4 Form 1687 can drop off or pick up organizational items.

RECEIVER WILL: Submit an original with two copies of DA Form 1687 (Notice of Delegation of Authority - Receipt For Supplies) to the laundry contractor for each bulk submission. Ensure that the unit commander signs DA Form 1687.

Complete DA Form 1974 (Laundry List) and/or DA Form 2707 (Dry Cleaning List) for each bulk submission.

Instruct authorized Receiver personnel on procedures for turn-in of OCIE to the Quartermaster (QM) Post Laundry at Ft. Richardson and Ft. Wainwright. Instruct authorized Receiver personnel on procedures for turn-in of items for sewing of insignia as outlined in AR 710-2. **NOTE:** Authorized soldiers must fill out USARAK Form 367 (TA-50 Clothing and Equipment Cleaning Records) at the QM Post Laundry to identify items requiring service. Soldier must present valid military identification card.

Notify Supplier- in writing of any special care instructions for new or special articles to be laundered or dry-cleaned. Submit special care instructions prior to submitting items for service. **NOTE:** An increase in cost may be assessed on items needing special care or handling.

Comply with local policies and procedures.

POC: FRA, QM Post Laundry 384-1901
FWA, QM Post Laundry 353-7648/9570

BASIS FOR REIMBURSEMENT: Reimbursable; piece/bulk prices based upon type of item and the prevailing contract or in-house rate.

Directorate of Logistics

LAUNDRY AND DRY CLEANING
(Personal Clothing)

SUPPLIER WILL: Provide over-the-counter laundry and dry cleaning services to authorized Receiver personnel on a cash and carry basis. Provide services IAW AR 210-130, Laundry and Dry Cleaning Operations.

Provide sewing services to authorized Receiver personnel.

Provide the above support as requested and within capabilities.

NOTE 1: Authorized patrons of the commercial (cash counter) Laundry and dry cleaning services are limited to Active Component, Reserve Component and National Guard military personnel, family members and DoD retirees with appropriate identification.

RECEIVER WILL: Instruct Receiver personnel on turn-in procedures for those items requiring sewing of insignias as outlined in AR 710-2.

Provide (in writing to the Supplier) special care instructions for articles requiring special laundry or dry cleaning considerations. Submit special care instructions prior to submitting item(s) for service. **NOTE:** An increase in cost may be assessed on items requiring special care or handling.

Establish an account at the Quartermaster laundry when applicable.

Comply with Supplier's regulations and directives.

DOC: E'RA, QM Post Laundry 384-1901
FWA, QM Post Laundry 353-7648/9570

BASIS "OR REIMBURSEMENT: Reimbursable; based on the prevailing laundry contract or in-house rate.

Directorate of Logistics

MAINTENANCE SERVICES

SUPPLIER WILL: Provide maintenance service within capabilities.

Provide repair and required services for vehicles and equipment.

RECEIVER WILL: Provide required job orders to the DOL for maintenance and services.

Comply with Supplier's guidance and directives. Comply with related directives and instructions.

POC: FRA, Maintenance 384-2641
FWA, Maintenance 353-1663

BASIS FOR REIMBURSEMENT: Reimbursable; all services and repairs for parts and labor at current DOL shop rates. This would include routine services, repairs or application of Modification Work Orders (MWO) to equipment. Incidental costs, such as the disposal of hazardous waste from used oil or other wastes generated by repair or servicing are also reimbursable at current disposal rates.

Directorate of Logistics

PETROLEUM RETAIL BRANCH

SUPPLIER WILL: Establish an account for issue of retail petroleum products (MOGAS and diesel; bulk and/or service station fuel). Provide service station fuel through use of a key system

Provide retail petroleum products, MOGAS and diesel within capability.

RECEIVER WILL: Comply with applicable DA and local command regulations and directives for obtaining bulk and retail fuel.

DoD organizations and activities will establish an account with the Defense Energy Support Center (DESC)-Alaska through the supporting post fuel provider for direct billing. The Receiver will provide their DoD Activity Accounting Code (DODAAC), Accounting Processing Code (APC), Signal Code, Data Processing Indicator (DPI), and Fund Code to establish a direct billing account. The Receiver will identify if the account is to be bulk fuel and/or service station fuel.

Non-DoD agencies will contact the applicable Supplier budget office for assistance in establishing a POL account through the Fuels Automation System (FAS). FRA, DOL Budget (384-7019), FWA, DOL Budget (353-6790).

Maintain current DA Form 1687 (Notice of Delegation of Authority-Receipt of Supplies) specifying personnel authorized issue and receipt of fuel products.

Comply with U.S. Government National Credit Card (SF Form 1490) procedures to purchase petroleum products and retail fuel for GSA leased vehicles.

POC: FRA, DOL Petroleum Retail Branch 384-1815
FWA, DOL Petroleum Retail Branch 353-2662

BASIS FOR REIMBURSEMENT : Reimbursable: actual cost of purchases/services:

Directorate of Logistics

SEWING
(Personal Clothing)

SUPPLIER WILL: Provide satisfactory and economical sewing services for personal articles of military personnel and their family members.

Provide sewing services for required government property.

Provide services IAW AR 210-130, Laundry and Dry Cleaning Operations.

Provide the above services as requested and within capabilities.

NOTE 1: Authorized patrons of the commercial (cash counter) laundry and dry cleaning services are limited to Active Component, Reserve Component and National Guard military personnel, family members and DoD retirees with appropriate identification.

NOTE 2: Organizational sewing services are not limited to strictly military clothing, but should be limited to items owned/purchased by the organization. Only individual-s identified on the DA Form 1687 can drop off or pick up organizational items.

RECEIVER WILL: Instruct Receiver personnel on turn-in procedures for items needing sewing of insignia (as outlined in AR 700-84).

Establish an account at the Quartermaster laundry when applicable.

Comply with Supplier's regulations and directives.

FOC: FRA, QM Post Laundry 384-1901
FWA, QM Post Laundry 353-7648/9570

BASIS FOR REIMBURSEMENT: Reimbursable; prices based on the prevailing contract or in-house rate.

Directorate of Logistics

SUPPLY MANAGEMENT

SUPPLIER WILL: Provide customer assistance. Process turn-ins of government property for disposition. Provide central shipping and receiving point operations for SBCT related items. Maintain Delegation of Authority records.

Provide Consolidated Installation Property Book (CIPBO) support for installation property used by AMC.

NOTE 1: CIPBO cannot support accountability for the flow of project equipment through AMC, related PMs and contractors.

RECEIVER WILL: Ensure all maintenance documentation is provided when turning in property book items. Ensure turn-in appointment is not scheduled until document numbers are provided from the Consolidated Installation Property Book Office (CIPBO) or other authorized Property Book Office. For Automatic Data Processing Equipment (ADPE), ensure proper disposition is provided from the Directorate of Information Management (POIM). Ensure lateral transfer property is not conducted without prior approval from the accountable officer (Property Book Officer). For Report of Survey actions, ensure that a survey number is provided. As a minimum, have on hand the following publications: AR 710-2, DA Pam 710-2-1, DA Pam 710-2-2 and AR 735-5.

Provide an Accountable Officer and establish a Property Book for maintaining non-installation accountable property IAW AR 710-2.

Provide a designated Primary Hand Receipt Holder (PHRH) with CIPBO with responsibility for maintaining accountability for installation property within AMC and its sub-hand receipts to PMs and contractors.

Provide Assistance as agreed upon to augment central shipping and receiving point operations for SBCT related items.

Comply with Supplier's regulations and directives.

PCC: FRA, SSA 384-2801
FWA, SSA 353-6577

BASIS FOR REIMBURSEMENT: Reimbursable; direct charges (for packing-include civilian labor and supplies i.e., boxes, banding materials).

Directorate of Logistics

TRANSPORTATION SERVICES
(GSA Vehicles)

SUPPLIER WILL: Provide customer service assistance to Receiver to establish a GSA non-tactical vehicle Billing Office Address Code (BOAC) account.

RECEIVER WILL: Reimburse all costs for services provided, to include repair of damages not due to fair, wear and tear.

Comply with Supplier's guidance and directives.

NOTE 1: Operate vehicles with only authorized, qualified, and properly licensed personnel. Government vehicles are for "Official Use Only."

NOTE 2: Requested and process all repairs through the GSA contract.

POC: FRA, Transportation 384-2715
FWA, Transportation 353-1757

BASIS FOR REIMBURSEMENT: Reimbursable; as directed by GSA.

Directorate of Logistics

TRANSPORTATION SERVICES
[GSA Vehicles (Large Capacity)]

SUPPLIER WILL: Provide GSA non-tactical buses (24 passengers or more) and cargo vehicles (5-ton or larger) with driver as needed and justified for one-time requirements.

NOTE 1: Light duty vehicles, such as pick-ups, carryalls and sedans are not available for one time use and should be rented from a local rental agency.

NOTE 2: If vehicles are required for recurring dispatch and/or permanent assignment, it is recommended that the Receiver develop their own contract with GSA.

RECEIVER WILL: Reimburse Supplier for costs incurred in repairing damages not due to Eair, wear and tear.

Comply with Supplier's guidance and directives.

NOTE: Only authorized, qualified, and properly licensed personnel can operate vehicles. **Government vehicles are for "Official Use" only.** Request and process all repairs through the GSA contract.

POC: FRA, Transportation 384-1432
FWA, Transportation 353-1757

BASIS FOR REIMBURSEMENT: Reimbursable; lease, mileage and maintenance, operator/driver cost (to include civilian overtime labor cost), and for actual cost of damage as stated on the billing documents received from GSA.

Directorate of Logistics

TRANSPORTATION SERVICES
(Other than GSA Vehicles)

SUPPLIER WILL: Provide complete passenger travel service IAW appropriate regulations.

Provide movement of personal property and privately owned vehicles IAW appropriate regulations.

Provide freight movement services on request IAW appropriate regulations.

RECEIVER WILL: Provide travel orders for all official travel. Ensure that travel orders reflect proper destination, special entitlements and chargeable fund code.

Furnish appropriate documentation for shipping/receiving of freight. Provide funding documentation as appropriate.

Comply with Supplier's guidance and directives. Comply with related directives and instructions. Furnish appropriate documentation to ship/receive personal property.

POC: FRA, Passenger Travel 384-1831
WA, Passenger Travel 353-1150

BASIS FOR REIMBURSEMENT: Reimbursable; civilian overtime labor costs.

Public Affairs Office

COMMUNITY RELATIONS, NEWS MEDIA AND
INFORMATION STRATEGIES

SUPPLIER WILL: Provide command information support to include access to soldiers and their families via the weekly command newspaper, the Army in Alaska unofficial installation guide, and post maps of Forts Richardson and Wainwright.

Support Receiver's community relation efforts, subject to operation requirements. (This includes, but is not limited to open house programs, charity fund raising events, and public relations activities.)

Handle media release(s) and queries.

Provide media relations support of events and actions that affect both the Supplier and the Receiver.

Provide services IAW Department of Defense Directive 5410.18.

NOTE: The Commanding General and the Public Affairs Officer are the only clearing authorities for release of unclassified information to the news media and general public, to include interviews, speeches, photographs, news releases and other materials. Additionally, soldiers and DA civilian employees desiring to seek publication of their military-related photographs/manuscripts/tapes are required to submit these materials to the Public Affairs Office for review prior to coordination with or submission to a media outlet .

RECEIVER WILL: Provide information and newsworthy items to the installation Public Affairs Officer.

Support the Supplier's community relations program.

Comply with Supplier's regulations and directives.

POC: FRA, Public Affairs Office 384-1542
FWA, Public Affairs Office 353-6071

BASIS FOR REIMBURSEMENT: Non-reimbursable.

DOIM/59th Signal Battalion

AUTOMATED DATA PROCESSING SERVICES

SUPPLIER WILL: Monitor and maintain networks down to the entry into the Wide Area Networks. Administer and manage user identification, passwords and local access profiles. Ensure compliance with DoD and DFAS security requirements. Review and document security incidents or violations.

Operations of Hardware and Systems Software: Operate and maintain a stable hardware and software environment; coordinate and implement system software changes; provide for the backup of all data files with each system; and provide a physically secure operations environment.

Computer Input: Receive, edit and combine data input into appropriate cycles. Verify the completion of remote scheduled transmissions of input data; furnish assistance in the scheduling and transmission of input data from remote sites; and provide input parameter information.

Computer Output: Provide output via telecommunications lines; on-line print viewing; detailed instructions for output processing and distribution requirements. Maintain authorized list of persons who may receive and sign for output and ensure special form requirements are included in the application documentation or job control language. Provide alternative media for hardcopy output. Furnish a central area of the distribution of output.

Production Control: Set up and initiate regularly scheduled tasks to meet the mutually agreed to timeframes. Provide a schedule of processing requirements, determine priorities within an application and advise of anticipated changes in processing schedules as far in advance as possible.

Contingency: Maintain backup copies of host-site resident system software, application software, job control language, data files, support files and applicable documentation. Notify the customer in the event that a contingency plan must be implemented. Establish and maintain backup support agreements with other processing activities to ensure continuance of customer support..

Teleprocessing: Operate and maintain a stable communication hardware and software environment. Provide terminal access availability in accordance with user provided schedules. Monitor telecommunication lines for reliable service; coordinate hardware/software system problem resolution with vendor personnel; provide site preparation and survey in customer's spaces prior to terminal installation; and provide access control to the computer in accordance with information provided by the customer.

Restart/Recovery: Provide problem analysis and restart/recovery of application systems. Report and provide solutions, where possible, for application system problems to coordinate problem resolution with interested parties; provide assistance when requested; perform reconstruction and reloading of application files required; and apply program or job control language correction in emergency situations following approval of the customer.

Help Desk: Provide a help desk that acts as the primary contact between the Network Operations Center (NOC) and the customer. When service problems arise in the area, the Help Desk should be notified as to the customer problem, customer location, type of hardware component involved, application involved and how long the problem has existed. The user serves as an integral part of problem resolution by being able to define the type of problem existing, especially in functional area problems.

DOIM/59th signal Battalion

AUTOMATED DATA PROCESSING SERVICES
(continued)

Files Management: Ensure the completeness of application files. Guarantee the efficient utilization of the application files. Recommend the placement of application files on mass storage, perform reorganization routines for data files, reload damaged mass storage application files from backup, reconstruct files in accordance with existing documentation, and resolve problems concerning the integrity of application files.

Program and System Releases: Inform the customer when new or revised application programs are available for implementation. Ensure that supporting operations documentation is received and acceptable. Establish any necessary system software parameters required for the execution of an application test. Provide functional acceptance/testing for system manager approval; supply deadline times for the receipt of output; furnish an implementation memorandum and associated required items to the NOC. Maintain and provide to the NOC primary and secondary points of contact list for each application; provide a central coordination contact point on the application level to receive, screen and relay all problems within the activity of the NOC customer support center. Identify required system software parameters in support of an application system; approve and coordinate the implementation of new or modified application programs; perform initial building data files; and implement new/revised program job control language, other changes and mass registration of files provided.

RECEIVER WILL: Comply with Supplier's policies, directives and regulations.

POC: FRA, 59th Signal. Battalion 384-0146

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable.

DOIM/59th Signal Battalion

AUTOMATION EQUIPMENT REPAIR AND MAINTENANCE

SUPPLIER WILL: Provide maintenance and repair of equipment utilized by the Receiver. Perform in-house repairs by qualified personnel. Manage contracts for maintenance and repair of Receiver equipment.

Provide contract management for, or maintenance and repair of office automation equipment.

Provide contract management for repair and maintenance of copiers. Act as Liaison between vendor and user for maintenance and repair of copiers.

Provide for the maintenance and repair of telecommunication equipment and their components.

Provide services as required and within capabilities.

RECEIVER WILL: Comply with Supplier's regulations and directives. Send by letter or memorandum a complete listing each year of all equipment, which may require maintenance. (This list should include type of item, manufacturer, model number, serial number, and any other appropriate data.)

initiate and submit work requests, citing the Last three digits of the ISA number.

Submit DA Form 1587, Signature Cards, to appropriate maintenance offices, citing names of personnel authorized to submit work requests.

Provide equipment density lists to each appropriate office. Update list as equipment changes occur.

Deliver items for repair to the designated maintenance facility on Ft. Richardson and Ft. Wainwright, as requested or appropriate.

POC: FRA, 59th Signal Battalion 384-0117
FWA, 507th Signal Company 353-7005

BASIS FOR REIMBURSEMENT: Reimbursable; actual cost based on shop rates/parts or contractor cost.

DOIM/59th Signal Battalion

DOCUMENT MANAGEMENT

SUPPLIER WILL: Provide administrative support in the areas of record management to include inspection of files to ensure compliance with DoD regulations, personnel locator, forms and publications information.

Provide forms, publications, and records management support. Provide Records Holding Area (RHA) services. Provide assistance visits (on post only).

Provide Freedom of Information Act (FOIA) and Privacy Act (PA) services.

Provide training.

Provide support IAW DoD regulations.

RECEIVER. WILL: Prepare and submit signature cards as appropriate.

Initiate and submit requisitions for military publications and blank forms IAW Supplier's procedures.

Comply with Supplier regulations and directives.

EOC: FRA, 59th Signal Battalion 384-0146

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

DOIM/59th Signal Battalion

MAIL SERVICE

SUPPLIER WILL: Provide acceptance, metering, sorting and routing of incoming and outgoing official mail and distribution (cn post only).

Provide briefing and instruction on [duties and responsibilities of Mail Control Officer.

Provide personal mail services and postal redirect/post locator and inspection and establishment of unit mailrooms.

RECEIVER WILL: Comply with applicable regulations and directives.

POC: FRA, Mail and Distribution Br. 384-0307
FWA, Mail. and Distribution Br. 353-6898

BASIS FOR REIMBURSEMENT: Non-reimbursable.

DOIM/59th Signal Battalion

MESSAGE AND DATA PROCESSING

SUPPLIER WILL: Manage all electronic communications. Establish a Receiver support service with features and capabilities of electrical message systems. Provide DSN services for day-to-day routine message traffic. Develop and implement standards that provide maximum compatibility in information processing when acquiring, using and interchanging equipment, information, software and personnel.

Establish and maintain electronic mail organizational accounts for electronic delivery of DSN unclassified messages and over-the-counter delivery of classified paper and data traffic.

NOTE: Service available 24 hours per day, seven days per week. Messages are transmitted based on their precedence. Of the five types of precedence (Emergency Command, Flash, Immediate, Priority and Routine), the last two, which have the lower priority, are the ones generally used. Priority messages have a processing time of three hours for transmission from time of receipt at the Local Control Center (LCC). Routine messages are transmitted within six hours. Only official message traffic is authorized on DSN.

RECEIVER WILL: Comply with installation directives pertaining to this service.

POC: FRA, LCC 384-2231
; -WA; LCC 353-7015

BASIS FOR REIMBURSEMENT: Reimbursable; actual cost of user unique requirements.

DOIM/59th Signal Battalion

POSTAGE SERVICE
(Mail)

SUPPLIER WILL: Provide postage.

RECEIVER WILL: Comply with applicable regulations and procedures.

POC: FRA, Mail. and Distribution Br. 384-0307
FWA, Mail. and Distribution Br. 353-6898

BASIS FOR REIMBURSEMENT: Reimbursable; actual cost.

DOIM/59th Signal Battalion

SECURITY SERVICES
(Information Systems Security)

SUPPLIER WILL: Support and conduct inspections (as required by regulations) on matters concerning information systems security. Monitor each unit information system for Information Assurance Vulnerability (IAVA) compliance.

Ensure the integrity and security of information systems data and equipment IAW AR 380-19 (Information Systems Security).

RECEIVER WILL: Comply with AR 380-19 and AR 25-1 (Army Information Management) . Provide a letter or a memorandum annually to the DOIM listing all equipment that requires security and a listing of all separate information systems. The letter should include the type of item, manufacturer, model number, serial number and any other appropriate data. Provide a letter or a memorandum annually to the DOIM (IA) a copy of the Information Management Officer and Information Assurance Security Officer appointment orders for each separate Automated Information System.

Comply with AR 380-5 and with Supplier's policies, directives and supplements to the regulation pertaining to this support.

POC: FRA, Information Systems Security 384-0573

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

DOIM/59th Signal Battalion

TELEPHONE SYSTEMS MANAGEMENT

SUPPLIER WILL: Provide telephone systems and lines for:

a. Class A: Telephone lines that per-mit access to central offices, toll trunks, and DSN.

b. Class C: Telephone lines for conducting official government business without access to trunking capability.

Provide telephone lines for incoming calls and lines for intraswitch calling.

Ensure service meets operational goals.

Provide , through DoD channels, facility upgrades to satisfy Receiver requirements.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, 59th Signal Battalion, Telephone Maintenance 384-0173
FWA, 507th Signal Company, Telephone Maintenance 353-6800

BASIS FOR REIMBURSEMENT: Non-reimbursable: routine. Reimbursable; long distance charges and applicable incremental costs (to include operator services, directory assistance, dialing assistance, etc.).

NOTE: Beginning 1 October 2001, a three year phase-in plan will be implemented which will transfer DSN bill paying responsibilities to the installation level. At that time, DSN service shall be provided on a reimbursable basis.

Directorate of Public Works

COMMON USE FACILITY CONSTRUCTION, OPERATIONS,
MAINTENANCE AND REPAIR

SUPPLIER WILL: Provide operation, maintenance, repair, minor construction and alteration of common use infrastructure, i.e. roads, grounds, surfaced areas, miscellaneous structures, real property, installed equipment, common benefit signs, energy consumption, street cleaning and beautification projects.

Remove snow/ice on common use areas (such as roads) IAW with the installation snow and ice removal plan. **NOTE:** Exclusive-use parking lots and fenced compounds are the responsibility of the tenant occupying the building.

Provide snow/ice removal and grass mowing within available resources. Remove snow/ice and mow grass in all common-use areas beginning approximately 51 feet. away from each building to include shared parking lots, streets, roads, etc.

NOTE: Tenants are responsible for snow/ice removal and mowing from the side of the building out 50 feet to where the standard support level begins, and for all sidewalks regardless of length.

RECEIVER WILL: Submit EHSC Form (Facilities Engineering Work Request) to DPW, Customer Services Branch as services are required. Call DPW for maintenance and (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519), or the DPW ISA Coordinator (384-0913), Customer Services Branch as services are required. Call DPW for maintenance and repair services.

Remove snow and ice in Receiver-use areas, i.e. sidewalks, stairs, and porches, parking lots and fenced compounds. Request services from DPW as required. **NOTE:** Ice melting compound is sometimes available at the Self-Help Store. Call the installation Self-Help Store for details. Housing occupants receive Self-Help services by presentation of a Self-Help card. Building occupants (including Receivers) must submit a delegation of authority form (DA Form 1637) to receive Self-Help services. Receivers are required to attend mandatory training from the Self-Help Store before they can draw materials.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC:	FRA, Customer Serv. Br.	384-3177/3664/3620
	FRA, Maintenance and Repair	384-3664/3096
	FRA, Self-Help Store	384-3681
	FWA, Operations	353-7192/6296
	FWA, Self-Help Store	353-6199
	FWA, ADPW, Customer Serv. Br.	353-7870/7069/6225

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable.

Directorate of Public Works

CUSTODIAL SERVICES

SUPPLIER WILL: Provide contract custodial and cleaning services for Receiver. Provide custodial support for offices, common use areas, shops, and storage areas on a fully reimbursable basis as requested by Receiver.

Provide custodial service one time per week for latrine areas open to the general public only.

RECEIVER WILL: Submit for approval a written request for custodial services (to include periodic custodial services) to: DPW, ATTN: Contract Management Branch, Building 724. Submit an EHSC Form 4283 to DPW Customer Services Branch, FWA for custodial services. Reimburse for services provided.

Notify the DPW custodial Contracting Officer's Representative (COR) when a building will be closed for an extended period of time.

Appoint a custodial coordinator. Provide DPW a memorandum identifying the custodial coordinator. **NOTE:** Custodial coordinator shall report deficiencies in janitorial performance to the inspector by 0830 each workday for corrective action.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (394-0913).

POC: FRA, DPW, Contracting Officer Rep. 384-1824/0532
FRA, DPW, Engineering Div. 384-0532
FRA, DPW, Contract Management 384-3054
FWA, ADPFJ, Engineering Div. 353-6243
FWA, ADPW, Customer Serv. Br. 353-7870/7069/6225

BASIS FOR REIMBURSEMENT: Customarily reimbursable; square footage of assigned building(s) or space.

Directorate of Public Works

ENTOMOLOGY SERVICES

SUPPLIER WILL: Provide abatement and control measures directed against insects, rodents, weeds, fungi, reptiles, animals or plants that are determined by the Supplier to be undesirables. NOTE: These undesirables may be discovered at any time. However, the seasons and available food sources often determine the volume of undesirable animal and plant life. Abatement and control measures include: routine treatment of grounds, buildings, equipment, supplies and other common carriers as necessary.

Perform scheduled entomology services in dining facilities, vacant quarters, family member schools, etc.

Perform services as requested (on service orders) within timeframes stated in the Facility Maintenance and Minor Repair Category of this ISA.

Perform services on Standing Operation Orders (SOO) for common areas at FRA and by service order at FWA.

RECEIVER WILL: Call the DPW Customer Services Branch for service as required or submit work requests to DPW citing the last three digits of the agreement number (158).

Notify pregnant and allergic employees located in/near the affected spraying area prior to pest treatment.

Obtain prior written approval from DPW before purchasing, stocking, or applying any chemicals/products covered by this section.

Reimburse Supplier for all above base level and mission-unique support.

Comply with DPW regulations and directives to include Standing Operating Procedures (SOPs), Letter of Instruction (LOI), etc., which may be obtained from the DPW Entomology Office.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC:	FRA, DPW, Entomology	384-2990/0098
	FRA, Customer Serv. Br.	384-3177/3664/3620
	WA, ADEW, Operations	353-7055/7474
	FWA, ADEW, Customer Serv. Br.	353-7069/7870/6225

BASIS FOR REIMBURSEMENT: Customarily reimbursable; above base level support.

Directorate of Public Works

ENVIRONMENTAL CLEANUP

SUPPLIER WILL: Clean up spills or contamination caused by Receiver, within Supplier capability, if the Receiver requests assistance or fails to respond in an appropriate and timely manner. NOTE: Costs will be reimbursed based on actual work hours, equipment usage, transportation, chemical costs, contract costs and disposal.

Provide collection of used oil, recyclable fuels, and hazardous waste. Respond to spills and releases, non-routine clean-up, chemical analysis of unknowns. Provide guidance on solid waste disposal, and interface with regulatory agencies.

RECEIVER WILL: Comply with all local command, DA and applicable state and federal regulations and requirements relating to environmental and natural resource management, including, but not limited to regulations and requirements associated with the handling and storage, utilization, and disposal of hazardous materials, substances, or wastes. Report immediately all spills of reportable quantities of hazardous materials, substances, or wastes to the Alaska Department of Environmental Conservation (AC-EC) through the Environmental Resources Department, U.S. Army Garrison Alaska and Post Fire and Emergency Services at Forts Richardson and Wainwright.

Be responsible for environmental conditions sustained in connection with the activities undertaken by Receiver pursuant to this agreement. (Among other things, this provision provides for the Receiver to reimburse the Supplier for any and all damages, including natural resources damages, sustained in connection with the activities undertaken by Receiver pursuant to this agreement.)

Perform cleanup and disposal of spills caused by Receiver's operations using environmentally and legally acceptable methods.

Bear financial responsibility for clean up, disposal and restoration in the event an incident caused by the Receiver results in a reportable spill.

Reimburse costs associated with work the Supplier performs to clean up any spill caused by the Receiver, when the Receiver requests services.

Provide, upon request from the Supplier, information pertaining to environmental aspects of the Receiver's operations conducted pursuant to this Agreement. (Such information may include, but is not limited to, information regarding air, storm water, wastewater, and other emissions associated with Receiver's operations.) Provide written notice to the Supplier a minimum of 30 days prior to any planned change in Receiver's operation that may affect air, storm water, wastewater, and other emissions. NOTE: The Supplier shall reserve the right to approve or disapprove such planned changes, where such changes could affect USAG-AK's or DA's obligations under a permit or by law or regulation.

Directorate of Public Works

ENVIRONMENTAL CLEANUP
(continued)

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

SEE SPECIAL ENVIRONMENTAL INSTITUTIONAL CONTROL (ATTACHMENT VI) TO THIS ISA.

POC:	DPW, Environmental	384-3044/3093
	FRA, Fire Chief (EAFB)	384-3130/552-3136
	USAG-AK Command Fire Chief	384-3473/353-7470
	FRA, Customer Serv. Br.	384-3177/3664/3620 (Submit 4283s here.)
	FWA, ADPW, Customer Serv. Br.	353-7870/7069/6225

BASIS FOR REIMBURSEMENT: Customarily reimbursable; actual cost per incident.

Directorate of Public Works

ENVIRONMENTAL COMPLIANCE

SUPPLIER WILL: Administer programs for the control of water (wastewater, storm water and drinking water), noise, hazardous waste (HW), hazardous material (HM), and other forms of pollution prevention including resource recovery programs. Provide identification, advice and assistance for the proper disposal of all hazardous waste. Inspect Receiver as required. Provide services and assistance in measuring air and water quality, noise level, hazardous material contamination and other forms of pollution.

Participate in the command's International Standards Organization (ISO) 14001, Environmental Management System (EMS), providing an active point of contact that will function as the Receiver's Emergency Medical Service (EMS) Coordinator.

Provide environmental training IAW AR 200-1, USARAK Regulation 200-4 and USARAK Pam 200-1. Publish training schedules quarterly/annually.

Provide, upon request, assistance to Receiver for compliance with the National Environmental Policy Act (NEPA) and AR 200-2. (Costs are to be based upon current shop e:Effective rates.)

Include the Receiver in the installation's HW disposal program. Provide, upon request from Receiver, advice and guidance on the proper storage, handling, transportation and disposal of HW.

Assist Receiver's personnel to ensure that HW designated for turn-in conforms to criteria set forth in applicable regulations.

Provide training classes at the Joint Regional Environmental Training Center (JRETC) for Environmental Quality Officers. Provide on-site training sessions for large groups. Provide advice on training requirements for compliance. Provide advice on training for sound environmental management. Maintain compliance required training records. Provide scheduled information exchange sessions for the Environmental Quality Officers and Management. Perform periodic visits to activities to evaluate the quality of the activities management program.

Obtain and maintain permits and certificates. Interface with regulatory agencies. Provide advice, guidance, and review of environmental-related documents. Bill Receiver annually for their actual, sole-user portion of all applicable installation fees and documentation associated with the permits, certificates and emission amount of emission control/release under the Clean Air Act should the Army Environmental Center (AEC) indicate they will not fund the project.

Provide archeological, wetlands, historical and endangered species investigations and guidance. Sustain forests and lands. Interface with regulatory agencies.

RECEIVER WILL: Submit training requests with fund cites. Reimburse tuition costs for elected training.

Reimburse Supplier for all costs associated with the disposal of Receiver-generated HW and HM. Reimburse Supplier for the Receiver's actual, sole-user portion of the installation fees and documents associated with the permitting, certifying and emission amount of emission control/release under the Clean Air Act should the Army Environmental Center (AEC) indicate they will not fund the project.

Directorate of Public Works

ENVIRONMENTAL COMPLIANCE

(continued)

Appoint in writing and train an environmental compliance officer who will ensure operational compliance and coordinate environmental issues with the installation staff. Provide a copy of the appointment orders to Ft. Wainwright, Public Works Environmental Resources Department.

Comply with applicable local command, Environmental Protection Agency (EPA), Occupational Safety and Health Administration (OSHA), state, Department of Transportation (DOT), DoD, and other appropriate regulations concerning HW and HM. Request assistance from Environmental Resources Department, as required.

Allow Supplier its right to construct, use, and maintain across, over, and/or under the facilities hereby granted, electric transmission lines, telephone, water, gas, oil, sewer lines, and other facilities, in such a manner as may be necessary. (This includes, but is not limited to, the right to allow access to federal, state, or Local agency representatives and USAG-AK or Department of Army personnel.) NOTE: These agreements include Federal Facility, Environmental Restoration, and underground storage tank compliance agreements, -which are incorporated by reference herein.

NOTE: Receiver may request services of DPW for compliance with NEPA and AR 200-2 at applicable rates. (There will be no cost for DPW review of NEPA documents as required by them as interested parties.)

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property storage, administrative, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

SEE SPECIAL ENVIRONMENTAL INSTITUTIONAL CONTROL (ATTACHMENT VI) TO THIS ISA.

POC: DPW, Environmental	384-3044/3093
FRA, Fire Chief (EAFB)	384-3130/552-3136
USAG-AK Command Fire Chief	384-3473/353-7470
FRA, Customer Serv. Br.	384-3177/3664/3620 (Submit 4283s here.)
WA, ADPW, Customer Serv. Br.	353-7870/7069/6225

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable; reimbursement required on actual cost of noncompliance and Receiver tuition for Receiver "elected" training.

Directorate of Public Works

FACILITIES AND REAL PROPERTY SUPPORT

SUPPLIER WILL: Administer Army real estate. Ensure real property accountability. Maintain real estate instruments. Provide construction administration services for installation projects.

Lease space, as required, to support the installation mission. Includes direct and reimbursable costs for real estate leases.

Provide adequate space for office administrative, operational and storage purposes.

Building	Description	Gross Square Footage
602	Administration General Purpose	7,020
806	Installation Storage General Purpose	220,381
1579	Training Aids Center	10,574
3475	Maintenance Shop	19,670
3477	Maintenance Shop	14,233

Account for facilities used by the Receiver and subsequent improvements thereto on the Supplier's real property inventory. Hand receipt buildings to the Receiver, conduct joint inventories as required. Conduct space utilization surveys as needed. Use of facilities is subject to the Supplier's Installation master plan (i.e., relocation, demolition, reconstruction, etc.) and the Supplier's mission essential requirements.

RECEIVER WILL: Identify and justify facility requirements. Occupy the areas assigned to the Receiver by the DPW Beddown plans. Submit requests for additional building space to DPW, Real Property Accountability Officer, Bldg. 700 (384-6679/3524).

Sign for space occupied (hand receipt). Conduct joint inventories, as required.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administrative, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC: FRA, DPW, MESB 384-6679
FRA, DPW, Real Property 384-6679/3524/1854

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable.

Directorate of Public Works

FACILITY CONSTRUCTION AND MAJOR REPAIR

SUPPLIER WILL: Review all requests/requirements necessary to modify existing facilities. Approve/disapprove said requests/requirements prior to initiating work. Provide Receiver-requested minor construction on a Supplier-approved basis, as available.

Provide facility master planning, engineering designs, drafting and reproduction services. NOTE: Services will be provided to support projects up to the Receiver's FY expected project funding. Provide site survey reports and inspection. Provide job planning and estimating required for the construction (military and minor), fabrication and repair of real property facilities and associated equipment at Receiver request. NOTE 1: Functions identified as workable by local personnel are scheduled by the office responsible to complete the action. Those functions identified as not workable by local personnel will be contracted. NOTE 2: Systems furniture components used will be compatible to components used within the building. Qualified personnel may accomplish reconfiguration, relocation, movement of furniture or power hookups and other modifications only. Qualified personnel may include Receiver contract workers upon prior written approval from DPW.

Provide lock-changing services on interior locks within regulatory guidelines.

Provide Supervisory and Administrative (S&A) inspection of renovation projects.

Coordinate all new construction and renovation projects that could affect USAG-AK ranges through the DPTSM Deputy (384-2071).

Ensure that all construction and development projects are in compliance with the Installation Master Plan. Complete DD Form 1391 to provide budgetary and /-coping documentation and justification for all new construction projects costing \$750,000 or more. Provide project management support during design and construction of major projects. Maintain real property records for the installation.

NOTE: Operation and Maintenance, Army (OMA.) funds may be used for minor construction costing less than \$750,300 statutory limitation, IAW AR 415-15 (Army Military Construction Program Development and Execution) and AR 420-10 (Management of Installation Directorates of Public Works).

Provide required space for office administration or operational purposes within the available assets.

Perform minor construction projects within installation funding limits, as well as AR 415-35.

Accept requests from Receivers (service orders or work orders). Perform design/estimating. If design work is contracted out of DPW, this cost is reimbursable. Inspect contracts. Perform requested work by an in-house resource as funding allows.

RECEIVER WILL: Retain buildings in present condition without change unless prior written authorization is obtained from DPW (EHSC Form 4253) authorizing any changes. Notify Master Planning/Real Property of any requirements to modify/add to existing facilities. Program, budget and fund mission related minor construction projects.

Provide Supplier with a summary of space requirements.

Directorate of Public Works

FACILITY CONSTRUCTION AND MAJOR REPAIR

(continued)

Submit Engineer Work Requests (EHSC Form 4283) IAW USARAK 420-2 to DPW Customer Services Branch citing the last three digits of the ISA number. Develop project justification. Assist Supplier in the preparation of DD Form 1391. Submit document through command channels.

Assign a primary and alternate building custodian. Provide the name and phone number of the selected building custodian(s) to DPW, Real Property.

If design work is contracted out of DPW, the cost is reimbursable. Provide reimbursement for those construction and alteration projects that are made solely for the mission of the Receiver at the request of the Receiver. Submit Receive:: program data involving recurring new work and 3&M projects that will be solely utilized by the Receiver.

Gain written non-objection for clearance to begin the planning and/or construction phases for new construction or renovation projects from Public Works, Real Property (384-6679/3300) and DPTSM (384-2071). DPTSM will make all determinations as to whether the new construction or renovation project(s) will affect USAG-AK ranges. Should USAG-AK ranges be affected, DPTSM will notify Public Works, Real Property and the Receiver to begin negotiations to resolve issues.

Prior to submission, all Receiver projects must receive written approval and be coordinated through Public Works Real Property (384-6679) for inclusion in the Installation Master Plan, citing approval by the Installation Commander, and for technical edit and review. Receiver will be the approval authority for Receiver projects.

Reimburse for S&A inspection of renovation projects.

Comply with Supplier's regulations and directives.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administrative, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC:	IPRA, DPW, Project Mgmt. Br.	384-1853/3128/2602
	FRA, DPW, MESB	384-6679
	FRA, DPW, Master Planning	384-3004/3519
	FRA, DPW, Customer Serv. Br.	384-3177/3664/3620
	FRA, DPW, Real Property	384-6679/3524/1854
	FWA, ADFW, Engineering Div.	353-6243/6353/6408
	FWA, ADFW, Customer Serv. Br.	353-7870/7069/6225

BASIS FOR REIMBURSEMENT: Customarily reimbursable; actual cost of 'project.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

SUPPLIER WILL: Provide maintenance and repair of real property to include buildings, installed equipment, miscellaneous structures, roads and grounds, railroads, and surfaced areas. (Also included are landscaping of COMMON areas exceeding 50 feet from buildings, fence repair, and weed control through the use of herbicides.) Perform all work based on specific work requests (work orders/service orders) and the receipt of adequate funding documents prior to beginning the work. Assign a work order prefix **(AMC)** for the Receiver. Perform work within DPW capabilities.

Operate the Self-Help Program. Provide available materials to authorized Receivers on a non-reimbursable basis. NOTE: Call Customer Services Branch to request information prior to calling Self-Help.

Perform periodic routine/cyclical preventive maintenance on all Army-owned real property (within fiscal limitations) to include scheduled preventive maintenance IAW AR 420-10, dated 15 April 1997, Chapter 3 and AR 420-70, dated 10 October 1997, Chapter 5.

Provide snow and ice removal and mowing services at the standard level of support on a non-reimbursable basis. Provide reimbursable snow and ice removal and mowing services at above standard level of support as requested by Receiver.

Provide snow and ice removal within available resources. Remove snow and ice From shared parking Lots, streets, roads, etc. NOTE: Building custodians are responsible for the removal of snow and ice from window ledges, exterior fire ladders, porches, and all doorways and walkways regardless of length. Personnel will not go on the roof of any building without the approval of Public Works. Mow common use areas to within 50 feet of buildings. Mowing and landscape maintenance within 50 feet of each building is Receiver's responsibility.

Perform work requested by the Receiver within funding limits as required. There are two documents to initiate work performed by DPW; (1) service orders and (2) work requests.

NOTE 1: Service orders (1) are normally initiated by phone or by walk-ins to the DPW Customer Service Desk, FRA (384-3664), FWA (353-7069). Service orders are submitted by personnel authorized to request facility maintenance in their area. Service orders are minor repairs that normally take less than 32 hours.

NOTE 2: New work is work pertaining to the conversion (in the sense of facility modification caused by a change in facility utilization), addition, expansion, extension, alteration, or total replacement of a building and is classified as construction on an EHSC 4281-1. This work is rarely utilized on service orders, although small portions of the work might technically be classified as new work.

Service Orders will be prioritized by response times as follows IAW USARAK Regulation 420-Z:

PRIORITY 1 - or Emergency Request. Response Time: Work is within 2 hours or as close to an hour or as other emergencies allow.

PRIORITY 2 - or Urgent Request. Response Time: Response can vary from 2 hours to 72 hours, depending upon worker availability and relative urgency.

PRIORITY 3 and 4 - or Routine Request. Response Time: Respond to and complete routine service orders within 30 days.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR
(continued)

PRIORITY 5 - or Waiting for Materials Request. Response Time: 60 days.

PRIORITY 9 - or Branch Chief Referred Request. Response Time: 180 days.

NOTE 3: Work requests (2) are initiated on an EHSC 4283-1, Work Request (IFS-M) and the original delivered to the DPW Customer Service Desk. Work requests for project work exceed the service order limit of 32 hours.

A work request is for construction and/or modification to Real Property Facilities that must be capitalized and incorporated into Army Real Property Records in compliance with DA guidelines.

Work requests will be prioritized by response times IAW USARAK Regulation 420-2. (Local policy may change work request priority and is dependent on funding approvals and project priorities.) Per USARAK Regulation 420-2, priorities are:

PRIORITY 1 - Emergency: Response time for emergency work is within 1 hour after notification during normal duty times and 2 hours for non-duty times.
(FWA - Emergency for Life or Property)

PRIORITY 2 - Urgent and Command Emphasis: Response time for urgent work is within four hours after notification during normal duty times and 6 hours for non-duty times.
(FWA - Command Interest Projects)

PRIORITY 3 and 4 - Response time for routine work is 2 working days after notification and 20 working days for completion.
(FWA - Routine)

PRIORITY 5 - Backlog Maintenance & Repair (BMAR) Candidate Done with Funding Windfall.
(FWA - Deferred)

PRIORITY 6 - Non-Backlog Maintenance & Repair (BMAR) Candidate.
(FWA - Not Used)

PRIORITY 7 - Very Low Priority.
(FWA - Not Used)

RECEIVER WILL: Identify DPW services required by submitting an EHSC Form 4283 (Facilities Engineering Work Request), or a Service Order, to DPW, Customer Services Branch citing last three digits of the ISA agreement number (158). Call DPW Customer Service for emergency work orders. Call DPW, Customer Services Branch to request Service Orders for snow and ice removal. Reimburse for all above standard level and mission-unique work/service orders.

NOTE: FWA does not use service orders to identify snow and ice removal requirements, as they are done on a priority system as outlined on the approved snow removal plan.

Mow all areas approximately 50 feet from your building. Cut grass 1.5 to 2 inches, high, but do not cut closer than 1.5 inches. Mow approximately once a week during the growing season.

Clear snow and ice from walks, driveways, porches, etc. Contact Self-Help on the installation for guidance on how to obtain snow removal products.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR
(continued)

Perform Repair and Utilities (R&U) activities on a self-help basis at the same level of support expected of Supplier activities. Keep facilities in a safe and serviceable condition.

Perform minor maintenance such as replacing door handles and light bulbs, tightening loose bolts or screws in installed equipment, spot painting the interior of buildings for cosmetic repair, etc.

Allow Supplier to perform periodic routine/cyclical preventive maintenance on all Army-owned real property (to include scheduled preventive maintenance) as regulated/required by Supplier.

Accomplish new work on a self-help basis, as required and within capability of Receiver. Submit work requests on an EHSC 4283 form, clearly explaining in detail any proposed project. NOTE: The Supplier will approve all new work and work orders and order materials for the Receiver. Completed work is subject to inspection by the Supplier.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administrative, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

PO:	FRA, DPW, Operations Dept.	384-0098	24
	FRA, DPW, Self-Help Store	384-3681	
	FRA, DPW, Customer Serv. Br.	384-3177/3664/3620	
	FRA, DPW, Emergency Work Orders	384-3177	
	FWA, ADPW, Operations Dept.	353-7055	
	I-WA, ADPFJ, Self-Help Store	353-6199	
	FWA, ADPFJ, Customer Serv. Br.	353-7870/7069/6225	

BASIS FOR REIMBURSEMENT: Customarily reimbursable; actual cost of project.

Directorate Public Works

FIRE PROTECTION

SUPPLIER WILL: Provide fire protection for buildings assigned to the Receiver. **NOTE:** Fire and Emergency Services (F&ES) must meet the requirements of AR 420-90, Facility Engineer Fire and Emergency Services and DoDI.6055.6, Fire and Emergency Services Program as they relate to response criteria.

Provide emergency care by qualified Emergency Medical Technicians (EMTs).

Provide a fire protection program. Provide fire prevention and protection services to include the ability to handle structural and chemical firefighting.

Provide hazardous material mitigation support.

Conduct fire inspections and safety classes.

Maintain fire extinguishers, alarm systems and fire protection systems. Requisition and distribute fire extinguishers installed in real property.. Determine reason for extinguisher discharge when used for other than to suppress fires, Provide fire extinguishers that are not within two years of the required six to 12-year inspection requirements.

Perform fire-fighting responsibilities using recommended response times and procedures. Review work orders and projects involving fire and life safety issues. Conduct inspections as required by regulation. Remove hazardous materials using recognized procedures. Provide a monthly inspection at high hazard facilities. Provide quarterly, semi-annual or annual inspections of administrative/shop/warehouse type facilities.

Provide/perform Aircraft Rescue and Fire Fighting (ARFF) responsibilities using recommended response times and procedures as required for emergencies. **NOTE:** ARFF support for activities occurring off the installation and the cantonment area in support of training exercises of Receiver units is considered an enhanced level of service, and such service will be provided on a reimbursable basis.

Maintain and repair firefighting equipment and components within available resources.

Provide for the supply of firefighting equipment as required.

RECEIVER WILL: Alert immediately all personnel in the building when first discover fire. Report any fire-related occurrence to F&ES by dialing 911.

Provide Material Safety Data Sheets (MSDS) and a site safety location plan to F&ES citing all hazardous materials used/stored in assigned facilities. Furnish the exact location of these materials.

Appoint a unit fire marshal and building fire warden. Attend fire prevention lectures when available. Participate in Supplier conducted fire suppression and training programs.

Prepare evacuation plans.

Directorate Public Works

FIRE PROTECTION

(continued)

Submit work requests for maintenance and inspection of fire alarms, sprinkler systems,, and portable fire extinguishers IAW Supplier directives. Reimburse Supplier for 6-year inspection of fire extinguishers, 12-year inspection on air cylinders and cart foam extinguishers.

Deliver fire extinyuishers after every use to F&ES for inspection, test, reseal, and recharge. Reimburse Supplier if fire extinguishers were discharged for other than to suppress fires.

Request assistance regarding fire prevention and emergency services from the Fire Chief.

Comply with applicable DA, DoD, local command and Supplier installation fire regulations and directives.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreemen-t. This includes gross square footage and facility assignment of real property (storage, administrative, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC: FRA, Fire Chief (EAFB) 552-3136/384-3130
USAG-AK Command Fire Chief 384-3473/353-7470

ASIS FOR REIMBURSEMENT: Customarily non-reimbursable; partially reimbursable (special requirements); actual cost for maintenance of fire extinguishers (actual cost when discharged for other than fire suppression).

Directorate of Public Works

HOUSING SERVICES

SUPPLIER WILL: Provide family housing, off-post housing referral services and furnishings support to authorized personnel. Provide Officer Quarters (OQ) and Senior Enlisted Quarters (SEQ) and Unaccompanied Personnel Housing (UPH) accommodations for authorized unmarried/unaccompanied personnel attached or assigned to Forts Richardson and Wainwright. Provide housing services on the same basis and standards as provided to other authorized personnel IAW AR 210-50 and the command's housing policy.

Operate, maintain and administer USAG-AK's Family Housing Program.

Provide Unaccompanied Personnel Housing (UPH) for E-6 and above at Ft. Richardson, 3-7 and above at Ft. Wainwright in furnished single bedroom apartments for single personnel. (All furnishings, appliances, utilities and services are provided.)

Provide adequate family housing to eligible families based on rank and family size. (All utilities and services are provided.)

Provide furnishing "loaner sets" (minimum essential furnishings items) at no charge to customers moving in and out of family housing while waiting pickup/delivery of resident household goods.

Manage housing from waiting list and expect Receivers to find temporary off-post housing while awaiting on-post housing.

RECEIVER WILL. Instruct incoming eligible personnel to report to the Housing Division for on and off-post housing. Ensure Receiver personnel provide a copy of their PCS orders and a valid Identification Card (ID) card upon arrival.

Ensure appropriate deductions are made from military pay, if applicable, for any unpaid debt incurred while residing on Forts Richardson and Wainwright. (This condition applies to Green ID cardholders.)

Ensure installation residents are subject to applicable post policies, AR 210-50, PARC) and USAG-AK policies and supplements or changes thereto.

Reimburse Supplier for the rent (at fair market value for the area) and utilities (based on the established rate) when authorized civilians occupy family housing units.

Provide each housing office with the demographics of Receiver personnel requiring housing support. Update this data with the DPW Housing Division as changes occur.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC:	FRA, Housing Division	384-0309/0133
	FRA, Furnishings Management	384-0092/0088
	FWA, Family Housing	353-1655/1666
	FCJA, Furnishings Management	353-7322/6002

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable.

Directorate of Public Works

REFUSE COLLECTION AND DISPOSAL

SUPPLIER WILL: Provide refuse collection (trash and municipal solid waste materials), transportation, handling, and disposal services on a regularly scheduled basis, as determined by location, building number, quantity and size of dumpster(s).

Operate equipment utilized for transportation, disposal, or destruction of waste materials.

Furnish dumpsters. (Trash containers/waste paper baskets are the Receiver's responsibility.)

Empty dumpsters as requested on the schedule by the Receiver.

Notify Receiver should Supplier of service change for any reason.

NOTE: Refuse collection does not include handling hazardous waste or handling items other than trash in dumpsters.

RECEIVER WILL: Request services as required from DPW. Comply with Supplier's policy concerning dumpsters and pollutants by not dumping or disposing of any hazardous materials or hazardous waste into any dumpster. Ensure that DPW has access to dumpsters. Do not leave trash outside of dumpster(s). Call Roads and Grounds Section when dumpsters are full and need to be emptied prior to the next regularly scheduled run. **Notify the Public Works ISA Coordinator and Roads and Grounds/Operations to request changes in current schedule. NOTE: Cost estimates are based on the current tenant-requested schedule.**

Request services as required from Supplier.

Police area around dumpsters. Pick up paper, trash, debris, etc., on a daily basis and put in dumpsters or trash barrels.

Comply with Supplier's regulations and directives.

Reimburse Supplier for services received.

POC: FRA, Roads and Grounds 384-1717/3670
FRA, DPW, Operations 384-2078
FWA, ADFW, Operations 35X-6296
FWA, ADPW, Customer Serv. Br. 353-7870/7069/6225

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

BASIS FOR REIMBURSEMENT: Customarily reimbursable; based on dollar per ton.

Directorate of Public Works

SUPPLY SERVICES
(Wood and Related Materials)

SUPPLIER WILL: Furnish all wood, wood products and related materials for operational and training projects on a reimbursable basis.

Provide materials for the maintenance of installation real property [Army Family Housing (AFH)] at no cost to the occupant.

Provide wood, wood products and related materials for maintenance of installation real property projects that are approved through DPW, Real Property.

RECEIVER WILL: Reimburse Supplier for all mission-unique/special troop projects (requested on EHSC Form 4283 or Service Order) to DEW Customer Services Branch, citing funds availability.

AFH occupants may obtain supplies at Bldg. 706, Self Help.

Submit a funded and approved EHSC Form 4283 or service order to DPW, Customer services Branch, Bldg. 700 for wood, wood products and related materials for base level services. Cite the last -three digits of the ISA (158) on requesting documentation.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in perionnel, addition's, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administration, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC:	FRA, DPW, Customer Serv. Br.	384-3177/3664/3620
	"FA, DFW, Maintenance and Repair	384-3664
	FRA, DPW, Self-Help Store	384-3681
	FRA, DPW, Equip. and Supply Br.	384-3630/3629
	FWA, ADPW, Operations	353-7192/6296
	FWA, ADPW, Equip. and Supply Br.	353-7423/6255
	FWA, ADPW, Self-Help Store	353-6199
	FWA, ADPW, Customer Serv. Br.	353-7870/7069/6225

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable; reimbursable for troop operations and training projects.

Directorate of Public Works

UTILITIES

SUPPLIER WILL: Provide procurement, production, and distribution of utility services to include water, sewage, electrical, heating, air conditioning (if applicable) and other utility services for buildings assigned to the Receiver.

a. For metered buildings: Read meters to determine actual utility usage by the Receiver, if reimbursable.

b. For unmetered buildings: Compute actual usage by multiplying the effective utility rate against the gross square footage of the Receiver's assigned building(s), or space, as evidenced on USARAK Form 15 (Real Property records), if reimbursable.

Provide an energy conservation program. Provide assistance and guidance in meeting established goals. Aid in making all buildings energy efficient by adopting and promoting energy-saving products, equipment, and devices that are cost-effective and proven to significantly save energy resources. **NOTE:** Efforts to achieve goals will not impair the health, safety, or productivity of military and civilian personnel.

Operate utility plant and system, sewage and waste collection systems, and purchase utilities service.

RECEIVER WILL: Report immediately all utility-related deficiencies or malfunctions to the DPW Customer Services Branch. Request services from DPW as required.

Assign and appoint an energy officer and building energy monitor(s) to assist in meeting energy conservation goals. Forward a memorandum listing officer/monitor names to DPW Operations Department, ATTN: Utility Engineer. Update the memorandum as changes occur.

Exercise a common sense approach to utility consumption. Promote the Installation's Energy Awareness Program. Develop an energy efficiency plan through the Installation Energy Manager. **NOTE:** This plan will assist the Command in meeting the mandated 35% energy reduction target by the year 2010 IAW Executive Order 13123.

Install meters at own expense at Receiver's discretion.

Comply with Supplier's policies as set forth in the following references: AR 11-27, USARAK Supplement 1 to AR 11-27, EPACT 1992, Executive Order 13123, AR 420-41, DoD 4170.10, DoD 4120.14, DoD 5100.50, DoD 5126.46 (Reference U), Public Law 92-523, Executive Order 12759.

Provide notification and obtain written approval from the DPW POCs prior to making any changes in personnel, additions, or deletions to this agreement. This includes gross square footage and facility assignment of real property (storage, administrative, latrine, etc.). Contact any/all of the following POCs with any changes: (1) DPW Real Estate Specialists (384-6679/3524), (2) DPW Master Planning (384-3004/3519) or (3) DPW ISA Coordinator (384-0913).

POC:

FRA, DPW, Operations	384-1717/3670
FRA, DPW, Customer Serv. Br.	384-3177/3664/3620
FRA, DPW, Utility Engineer	384-3043
FWA, ADPW, Utility Engineer	353-7422
FWA, ADPW, Customer Serv. Br.	353-7970/7069/6225

BASIS FOR REIMBURSEMENT: Customarily reimbursable; calculated at the "A" rate (federal), if reimbursable.

267th Finance Battalion

FINANCE SUPPORT SERVICES

SUPPLIER WILL: Administer the military pay service system to provide timely and accurate payments and inputs into related financial accounting records for active duty, Army Reserve Office Training Corp (ROTC), and other DoD members. Prepare input and corrections for the master military pay accounts. Provide in-and-out processing. Prepare and certify military pay orders and allotment documents. Compile and input allotment deductions, leave accounting data, and applicable tax withholdings. Certify vouchers and assign voucher numbers.

Maintain voucher and transaction controls for disbursements, collections, and changes in accounts. Provide assistance to military members regarding matters of military pay. Maintain military personnel records. Explain the pay system and answer pay inquiries. Provide briefings on available payment methods, changes in pay, voluntary and involuntary pay adjustments, separation, bonuses, special allowances, pay advances, partial payments, accrued leave, family member support, emergency data, allotments, charitable contributions, PCS and Temporary Duty (TDY) pay, deductions, and DIRECT DEPOSIT election documents. Develop and maintain processing schedules and priorities for transactions that affect pay and allied records.

Administer the system for TDY, PCS, and related accruals to military members, to include entitlements and individual claims and fund controls -when travel orders are issued. Prepare vouchers. Record payments/collections into related financial accounting reports. Collect overpayments, if necessary, as required.

NOTE: Transactions, computations, disbursements, collections, and changes are made through the Defense Military Pay Office (DMO) as governed by Titles 10, 32, and 37 of the U.S.C., and the DoD Pay and Allowance Manual. The personnel in the system govern transactions and the services each require at any given time for any specific purpose. The number of personnel performing travel on official orders; determines the number of accounts, payments, or collections required. Travel must be based on official orders and be in compliance with the Joint Federal Travel Regulations (JFTR). Payments and transactions must be IAW the JFTR, Comptroller General Decisions, and DoD Directive 5154.3.

RECEIVER WILL: Comply with Supplier's regulations and directives.

FOC: FRA, Operations **384-2038**
EWA, Operations 353-1336

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Directorate of Resource Management

CIVILIAN PAYROLL PROCESSING

SUPPLIER WILL: Provide civilian payroll support. Compile and input allotments, leave accounting data and applicable tax withholdings. Explain changes in pay,, voluntary and involuntary pay adjustments, separation, bonuses, special allowances, advance of pay, partial payments, accrued leave, family member support, emergency data, allotments, charitable contributions, deductions and DIRECT DEPOSIT election documents. Provide training and backup services for timekeepers.

RECEIVE WILL: Comply with Supplier's regulations and directives.

POC: FRA, Civilian Payroll 384-2197

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

Provost Marsha.1

POLICE SERVICES
(Law Enforcement, Physical Security
and Vehicle/Weapon Registration)

SUPPLIER WILL: Provide police services to maintain order and to enforce laws or regulations. Control vehicular and pedestrian traffic. Investigate {criminal activity IAW regulations or other appropriate directives.

Conduct physical security/crime prevention inspections IAW USARAK Regulation 190-1 (Physical Security).

Provide privately owned vehicle decals and registration.

All persons (soldiers and civilians) desiring to carry, transport and/or store weapons on USAG-AK posts must register the weapon(s) on USARAK Form 877 (Registration of Privately Owned Firearms) at the Military Police (MP) desk. USARAK Form 277 (Weapons Registration Record) must be carried whenever the weapon is carried or transported on a USAG-AK post. Personnel residing on USAG-AK posts and desiring to store weapons in their unit arms room, Bachelor Officer's Quarters (BOQs), Bachelor Enlisted Quarters (BEQs), or on-post family quarter; must register the weapon within three working days of arrival or within three working days of acquiring the firearm(s). The procedures that personnel will follow are:

- a. Complete USARAK Form 877 in triplicate.
- b. Privates through staff sergeants will have their commander verify the information and sign USARAK Form 877.
- c. Sergeants first class and above may sign their own USARAK Form 877 and register their firearms; however, they must also obtain written permission to store firearms in BOQs, BEQs, or on-post family quarters.
- d. USARAK Form 877 (not the firearms(s)) will be taken to the Provost Marshal (PM) weapons registration office.
 - (1) The white copy is maintained by the PM.
 - (2) The yellow copy is provided to the owner.
 - (3) The pink copy is sent to the unit commander to be filed in the unit arms room and retained until one year after expiration term of service/permanent change of station or the firearm(s) is sold or transferred to another individual. The new owner must register the firearm using the procedures beginning with paragraph "a" above and the previous owner must ensure the weapon is deregistered immediately upon transfer.
- e. While at the PM weapons registration office, USARAK Form 277 will be completed and provided to the registrant and will be carried whenever the registered firearm is carried or transported on the installation.
- f. Authorized war trophy will be registered as stated above.

Provost Marshal

POLICE SERVICES
(Law Enforcement, Physical Security
and Vehicle/Weapon Registration)
(continued)

RECEIVER WILL: Secure own equipment IAW AR 190-11 through 190-51 and USARAK Regulation 190-1 (Physical Security Program).

Designate a Receiver point of contact for matters concerning the preservation of order, physical security and crime prevention.

Apprise Supplier of relevant information concerning serious incident reports.

Comply with Supplier regulations on law and order, physical security and crime prevention related to occupancy of the installation.

POC: FRA, Law Enforcement 384-0825
E'WA, Law Enforcement 353-7886

BASIS FOR REIMBURSEMENT: Reimbursable; Receiver requested special security, to include equipment modifications and upgrades that are above the Army's regulatory requirement for USAG-AK to provide.

Chaplain

CHAPEL AND CHAPLAIN SERVICES

SUPPLIER WILL: Provide pastoral and religious needs for all faiths within the military community. Provide support for worship and religious observance, religious education, pastoral care, visitation ministry, spiritual growth, lay ministry, stewardship, and social concerns. (Includes, but is not limited to: Child, youth and adult education, religious/moral counseling, baptisms, marriages, burials, and referrals to other religious centers for appropriate rites or ceremonies.)

RECEIVER WILL: Comply with the Supplier's directives pertaining to this service.

POC: FRA, USAG-AK Chaplain 384-2124
FRA, Installation Chaplain 384-1468
FWA, Installation Chaplain 353-9825/9826

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Command Group

COMMAND SUPPORT

SUPPLIER WILL: Provide command support including oversight and management through the installation commander and the command element office staff.

Support. DoD's Human Goals, with its emphasis on the infinite dignity and worth of the individual and the concept of equal opportunity.

Provide DoD support of fund-raising campaigns. NOTE: Campaigns will be limited to those authorized by DoDD 5035.1 (reference h) and its attachment, the Manual. on Fund-Raising within the Federal Service, to appeals authorized by the President or Chairman of the Civil Service Commission, and to the military service aid societies.

RECEIVER WILL: Comply with applicable DoD, DA, local command and all other applicable statutes, rules and regulations.

POC: FRA, Chief of Staff 384-2180

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Civilian Personnel Advisory Center

CIVILIAN PERSONNEL ADVISORY SERVICES
(Personnel Services and Personnel Training)

SUPPLIER WILL: Provide civilian personnel advisory services IAW Pacific Regionalizing Operations Manual, 30 September 1996.

Provide reimbursable training to authorized personnel, as requested.

RECEIVER WILL: Comply with AR 690 series, local policies/procedures and all other applicable statutes, rules and regulations.

POC: FRA, CPAC 384-1361/1353

BASIS FOR REIMBURSEMENT: Reimbursable; tuition costs of training courses.

Directorate of Community Activities
ARMY COMMUNITY SERVICES

SUPPLIER WILL: Provide prevention programs and services to enhance family readiness. Strengthen the coping abilities of Army families. Provide programs and services, to include crisis intervention, referral and follow-up, financial assistance, food locker, budget counseling/classes, relocation assistance, employment assistance, career planning, skill development workshops, family advocacy, and parenting/marriage enrichment classes. Provide assistance for special needs families, volunteer management and deployment assistance.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Director 384-1502
FWA, Director 353-6267

BASIS FOR REIMBURSEMENT: Non-reimbursable; routine.

Directorate of Community Activities
CHILD AND YOUTH SERVICES

SUPPLIER WILL: Provide quality daycare service for children of authorized personnel: Active duty military, including National Guard and Army Reserve personnel; DoD civilian employees; and contract employees. Supervise Family Child Care (FCC) homes. Provide special community programs through Supplemental Programs and Services (SPS). Provide centralized registration and training through SPS, to include teen baby-sitting and volunteer training. Furnish hot meals at least twice a day plus snacks. Sponsor a program to support the morale of parents by providing a comprehensive, year-round activities program that offers developmental activity schedules that are based on the children's age and developmental level. Plan daily programs for all ages of children, regardless of the time in care. *NOTE:* Programs include full day, hourly care, part day preschool, toddler time, and outreach programs, such as "Romp 'N Stomp."

Provide off-site and on-site activities through a youth center which offers programs for young people in grades 1-12, to include a game room, dance studio, craft and activity room, snack bar area, gym and basketball court. (Off-site programs include scheduled day camps with field trips as well as before and after school programs.) Offer classes, which could include piano, guitar, karate, gymnastics and tumbling, ballet, **jazz** dance, and drafts.

Establish a sports program that could include baseball, softball, basketball, volleyball, soccer, wrestling, track, swimming, football, and cheerleading.

Provide employment, computer and homework tutoring, and outreach services.

Provide structured activities to youth (grades K-C:), which support the health, interpersonal, knowledge, reasoning, creative, vocational, and self-awareness skills necessary to be successful in today's world. *NOTE:* Program includes before and after school care, full day, vacation, and summer camp activities. Activities may include recreational games, sports, instruction, arts and crafts, free choice play, and outdoor activities.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Child and Youth Services 384-2031
FWA, Child and Youth Services 353-9505

BASIS FOR REIMBURSEMENT: Reimbursable; individual user fees.

Directorate of Community Activities
EDUCATION SERVICES

SUPPLIER WILL: Provide career counseling for all military personnel, their adult family members, DA civilians, and other personnel authorized under AR 621-5. Ensure all personnel are aware of entitlements, programs, and services available. Provide educational information. Discuss career options. Assist in planning personal and professional education goals. Provide other information and assistance as required.

Plan, process, organize, and control facilities, supplies, and equipment required to support individual and group training/education. Forecast training and education requirements. Inform personnel of available military educational opportunities (through on/off post civilian institutions), tuition assistance, commissioning programs, professional military education programs, and other programs enumerated in AR 621-5. Advise personnel on education services provided through other activities and agencies.

Advise individuals on military education goals. Research and advise individuals concerning their past education records. Evaluate and secure credit for military experience and other non-traditional forms of credit. Complete tuition assistance and VA forms. Affiliate with a Service Members Opportunity College (SOC). Assist applicants in enrolling in distance learning courses or degree programs. Prepare Local college registration applications, financial aid, transcript requests and other related services. Brief incoming personnel on available education programs and services. Brief outgoing personnel on Veterans Affairs (VA) benefits.

RECEIVER WILL: Comply with Supplier's regulations and directives. ,

POC: FRA, Education Officer 384-0970
FVA, Education Officer 353-7270

BASIS FOR REIMBURSEMENT: Reimbursable; tuition and/or user fees. ,

Directorate of Community Activities
MORALE, WELFARE AND RECREATION ACTIVITIES
(For DoD Personnel)

SUPPLIER WILL: Provide access to recreational facilities, which could include a gymnasium or a fitness center. Provide an athletic department that offers year-round team sports. *NGTE:* If possible, the fitness center should be equipped with a nautilus room, free-weights and exercise rooms, dry saunas, steam rooms, showers, volleyball, basketball, exercise bicycles, rowing machines, racquetball courts, and a pool. Outdoor programs could include golf, softball, tennis, soccer, and flag football.

Provide access to low-cost rental equipment, to include basketballs, softballs, badminton, volleyball and horseshoe equipment, pop-up and utility campers, tents, sleeping bags, stoves, lanterns, coolers, backpacks, and other camping essentials.

Make available special. adventure outings and tours open to all installation personnel.

Provide access to recreational and general reference library services.

Furnish brochures, maps, guides, and information on tourist areas, parks, bus, train and airline schedules.

Provide access to arts and crafts equipment, classes, and discount supplies for craft activities such as ceramics, woodworking, framing, needlework, airbrushing, drawing, oil and watercolor painting, and other activities. Provide automotive instruction and machinery to assist in repairs.

Provide access to facilities, which could include a golf course and skeet/trap range. Maintain a listing of available entertainment facilities, community and recreational clubs, campgrounds and marinas, including locations, membership requirements and fees.

Provide vehicle and trailer storage for military personnel assigned and residing on USAG-AK installations if available.

NOTE: Reserve Component (RC) priority of Morale, Welfare and Recreation (MWR) support is IAW AR 215-1.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Community Family and Activities Manager 384-2053
EWA, Community Family and Activities Manager 353-7311

BASIS FOR REIMBURSEMENT: Reimbursable; individual user fees.

Directorate of Community Activities
MORALE, WELFARE AND RECREATION ACTIVITIES
(For Non-DoD Personnel)

SUPPLIER WILL: Provide access to a golf course, skeet/trap range, community and recreational clubs and skiing.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, DCA 384-2017
FNA, DCA 353-7615

BASIS FOR REIMBURSEMENT: Reimbursable; individual user fees.

Directorate of Community Activities

SUBSTANCE: ABUSE PROGRAM

SUPPLIER WILL: Make available drug and alcohol abuse counselors to authorized personnel for discussion, guidance, and assistance in arresting alcohol and drug misuse and abuse affecting job performance and/or personal conduct problems. Operate substance abuse program IAW AR 600-85, DA Pam 600-85, local command and PARC supplements. Identify and rehabilitate substance abusers who have been recognized by the chain of command for continued service within the armed forces. Provide nonresidential outpatient counseling, commander consultation and substance abuse prevention education. Preserve the health of employees by providing appropriate short-termed counseling, awareness education, prevention education and civilian treatment referral services through the Employee Assistance Program.

NOTE 1: This service is available to all active duty personnel and to the extent available, to U.S. Army Family Members, retirees, DA and DoD Civilians and non-appropriated fund personnel.

NOTE 2: The requirement for certification of DoD substance abuse counselors shall include sufficient knowledge and skills related to the core tasks required of rehabilitative personnel followed by an instructional course pertaining to substance abuse rehabilitation. Outpatient counseling shall be IAW DoDI 1013.6.

NOTE 3: It is the DoD policy to discipline and/or discharge drug traffickers and those substance abusers who cannot or will not be rehabilitated IAW appropriate laws, regulations and instructions. Disciplinary actions are not the purview of the Army Substance Abuse Program (ASAP) or its staff members.

NOTE 3: The extent of ASAP services to be provided will support the manpower activity as defined in Attachment IV, Financial Provisions, paragraph 10.

RECEIVER WILL: Comply with all regulations and Supplier's policies in support of the installation ASAP. Coordinate any disciplinary actions with the respective employee's chain of command.

LOC:	FRA, ASAP Prev. Education/Employee Assist. Prog.	384-1418
	FPA, ASAP Rehabilitative Outpatient Counseling	384-7368
	Ed4, ASAP Prev. Education/Employee Assist. Prog.	353-1377
	EWA, ASAP Rehabilitative Outpatient Counseling	353-9372

Directorate of Community Activities
TECHNICAL AND RESEARCH LIBRARY

SUPPLIER WILL: Provide a Technical Information Center containing reference and research material. NOTE: This includes such items as Army publications, DoD publications, Codes of Federal Regulations, and Federal Acquisition Regulations.

Make available government documents, technical reports, DoD publications, books, periodicals, and other printed material. NOTE: If an office requires repeated use or access to a specific material, the technical information center can purchase the material. Once purchased, the Supplier will charge the Receiver for the cost of the material., then permanently loan the material to the Receiver.

Purchase and maintain publications that are used in the accomplishment of the Receiver's mission requirements.

RECEIVER WILL: Maintain publications in current and usable condition.

Request special purchases during normal business hours.

Comply with Supplier's regulations and directives.

POC: FRA, Military Occupational Specialty Library 384-0301
FWA, Military Occupational Specialty Library 353-7297

BASIS FOR REIMBURSEMENT: Reimbursable; special purchases unique to Receiver requirements.

Directorate of Community Activities
TRANSIENT LODGING SERVICES

SUPPLIER WILL: Provide temporary duty lodging for authorized Receiver personnel when in official travel status. Provide off-post lodging referral service if on-post lodging is not available for dates required.

Submit, if required, a DD Form 139 (Pay Adjustment Authorization) to the Receiver's Finance and Accounting Office for collection of any unpaid lodging charges. *NOTE.* This process directly charges a debtor's pay account, and only applies to military service members.

RECEIVER WILL: Call the Lodging Office at applicable military post for reservations. Ensure that Receiver personnel provide a copy of their TDY orders and a valid ID card upon arrival. Ensure that availability or non-availability of government quarters is cited on TDY orders. Make hotel accommodations if government quarters are not available. *NOTE:* Reimbursement is required on an individual cash basis for government quarters provided.

Ensure appropriate deductions are made from military pay for any unpaid debt accrued while residing on Forts Richardson or Wainwright.

Ensure residents of Forts Richardson and Wainwright are subject to applicable post policies, AR 210-50, PARO and local command policies and supplements or changes thereto.

POC: FRA, Lodging Office 384-0436
FWA, Lodging Office 353-7725

BASIS FOR REIMBURSEMENT: Reimbursable: individual cash basis for guest housing or transient accommodations.

Directorate of Contracting
PURCHASING AND CONTRACTING SERVICES

SUPPLIER WILL: Provide contract and contract administration services upon receipt of an (acceptable requirements package, i.e. Purchase Request and Commitment (PRC) , Performance Work Statement (PWS), etc.

Ensure that all contracts meet requirements of law, executive orders, regulations, and other applicable procedures, including clearances and approvals.

Review, evaluate, negotiate, award, administer and determine cost/payment of contractual transactions as required.

RECEIVER WILL: Submit funded Purchase Request (PR) via Prweb (AcquiLine) and required documents (PWS, technical exhibits, etc.) IAW USARAK Regulation 715-1 and changes thereto.

Comply with Supplier's regulations and directives.

POC: FRA, Procurement Analyst 384-7358

BASIS FOR REIMBURSEMENT: Customarily Non-reimbursable (see Financial Provisions, paragraph 1).

Equal Employment Opportunity Office

EQUAL EMPLOYMENT OPPORTUNITY SERVICES

SUPPLIER WILL: Provide necessary Equal Employment Opportunity (EEO) services, to include counseling, complaint processing, technical assistance, and training to civilian personnel.

Provide notification regarding meetings of EEO Special Emphasis Program Committee sessions and other EEO sponsored meetings.

RECEIVER WILL: Promote and adhere to all EEO policies established by the Supplier.

Comply with AR 090 series, local policies and procedures, and all other applicable statutes, rules, and regulations.

POC: FRA, EEO 384-2080/2109/2034
FWA, EEO 353-9063

BASIS FOR REIMBURSEMENT: Customarily non-reimbursable (see Financial Provisions, paragraph 1).

Inspector General Office

INSPECTIONS, INVESTIGATIONS AND COMPLAINT ASSISTANCE

SUPPLIER WILL: Provide Inspector General (IG) support and assistance to Receiver personnel on issues presented to U.S. Army Alaska (USARAK) IG IAW AR 20-1.

Conduct: inspections as directed by Commanding General, USARAK. Assist with conduct of investigation IAW all applicable DoD, DA and Supplier regulations, as requested.

RECEIVER WILL: Present complaints/issues to USARAK IG for processing and resolution.

Perform general inspections of the element IAW AR 20-1 and Supplier's regulations and policies. Coordinate all other investigative matters with USARAK.

POC: FRA, Assistant Inspector General 384-0323
FWA, Inspector General 353-6204

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Safety

SAFETY AND OCCUPATIONAL HEALTH

SUPPLIER WILL: Administer a safety program that results in safe facilities, work areas, equipment, and work procedures. *NOTE:* This program consists of inspections, publications, audiovisual products, conducting safety meetings and briefings, investigation and reporting of accidents, and providing advice to supervisors and personnel.

Provide an occupational safety program for on post Receiver personnel. *NOTE:* This includes determination and application of standards and regulations, identification of hazards, hazard abatement, procedural and personnel actions.

Establish, maintain, and control a safety program IAW the Safety and Occupational Health Policy set forth in DoDD 1000.3, DoDI 6055.1, and AR 385-10.

RECEIVER WILL: Comply with federal, state, and local safety/health standards such as to provide a workplace free from recognized hazards that may cause death or serious physical harm to employees.

Ensure that employees comply with standards, rules, regulations, and orders applicable to their own actions and conduct. Comply with the Supplier's regulations and directives.

DC: FRA, Safety Office 354-2329
EWA, Safety Office 353-7078

BASIS FOR REIMBURSEMENT: Non-reimbursable; on post inspections
Reimbursable; off post inspections include travel and per diem costs.

Staff Judge Advocate

ADMINISTRATIVE AND CIVIL LAW

SUPPLIER WILL: As appropriate and/or as otherwise authorized, provide advice on matters pertaining to property utilization, environmental issues, procurement and contracting, and personnel matters.

Provide services within established legal standards and guidelines which are equal to those provided to the Supplier's own personnel.

NOTE: Administrative and civil law support is only applicable to Army activities.

RECEIVER WILL: Comply with applicable regulations and directives.

FOC: FRA, SJA 384-0420/0400
FNA, SJA 353-6500

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Staff Judge Advocate

CLAIMS AND LEGAL ASSISTANCE

SUPPLIER WILL: Provide legal support when otherwise authorized in the areas of claims and legal assistance.

Provide claims support and legal assistance to military personnel and their family members (assigned in Alaska) on the same level and basis as provided to Supplier's military personnel and their family members, as authorized by law or in accordance with applicable regulations.

Provide claims and legal assistance to DoD civilian personnel, as authorized by law or in accordance with applicable regulation.

RECEIVER WILL: Request assistance as needed. Comply with Supplier's regulations and directives.

POC: FRA, SJA 384-0371
FWA, SJA 353-6534

BASIS FOR REIMBURSEMENT: Non-reimbursable.

Staff Judge Advocate

COURTS MARTIAL JURISDICTION

SUPPLIER WILL: Exercise courts martial jurisdiction over Army military personnel when applicable.

RECEIVER WILL: Request Supplier to publish orders attaching Army military personnel to USAG-AK for purposes of exercising courts martial jurisdiction.

Reimburse Supplier for actual cost incurred in prosecuting courts martial, e.g., witness fees, travel expenses, etc.

Request assistance as needed.

Comply with Supplier's regulations and directives.

POC: FRA, SJA 384-0300/3997
FWA, SJA 353-6512

BASIS FOR REIMBURSEMENT: Reimbursable; actual costs associated with courts martial proceedings, i.e. witness fee, travel expenses, etc.

ENVIRONMENTAL INSTITUTIONAL CONTROL

Ft. Wainwright (FWA) and Ft. Richardson (FRA) have been identified on the U.S. Environmental Protection Agency's National Priorities List as a Comprehensive Environmental Response, Compensation, Liability Act (CERCLA) or "Superfund Sites" as enacted by Public Law 42 United States Code (USC) 1901 et seq. and defined by Title 40 of the Code of Federal Regulations (CFR), Part 300 et seq. All contiguous and non-contiguous acreage (Approximately 915,000 Acres at FWA and Approximately 62,000 Acres at FRA), are included in this designation and are being remediated under the DoD Defense Environmental Restoration Program (DERP). In addition, Ft. Greeley has been included in the Department of Defense (DoD) Base Realignment and Closure (BRAC) Program and in accordance with DoD policy, is being cleaned-up under the DERP.

In accordance with CERCLA, all known source areas of contamination on these installations have been or are currently under investigation to determine the type and extent of contamination. The acreage addressed in this document contains numerous source areas of known contamination, however, due to the nature and type of training conducted, there is a potential for unidentified contamination to exist within the corridors selected. Historical records indicate that the area now known as the Tanana Flats Training Area was part of an aircraft bombing and gunnery range. This opens the potential for contamination by unexploded ordnance (UXO). Prior to 1986, it was not uncommon for units to leave damaged equipment or empty and partially full drums of petroleum based products, i.e. fuels and lubricants, or chlorinated compounds i.e. solvents, pesticides, and clearing compounds in the training areas. The drums and damaged equipment were seldom retrieved from the field.

For this reason, all work involving the modification of facilities or excavation of any kind shall be coordinated via the local command's "Work Clearance Permit" a minimum of five working days prior to mobilization to the site. Coordination requirements are outlined on the permit.

In addition, if soil or groundwater must be removed from the work site, it shall be containerized in United Nations approved, Performance Oriented Packaging (UN/POP) containers as specified in 49 CFR 178.500: Specifications and Maintenance of Packaging, labeled as non-regulated waste, sampled and analyzed for potential contamination, and moved to an approved storage area. The area shall be approved by the local Range Control and Public Works Environmental Office prior to usage. **NOTE: Soil and groundwater shall not be removed from any part of the installation without written authorization from a duly appointed USAG-AK representative.**

If contaminated soils, drums, unexploded ordnance or unusual debris are found on or around the work site, the agency shall stop work immediately and notify the local Range Control Officer and Public Works Environmental Office. Work at this site will be suspended until Range Control clears the area. For this reason, contractors shall maintain communication with Range Control via two-way radios or portable telecommunication equipment while working in the training area. Purchase or rental of such equipment shall be the responsibility of the contractor conducting the work. The Agency shall coordinate all phases of construction with the Range Control Officer.